

GOVERNING BODY MEMBERS

KATHERINE RAKOW, *Chair*
Board of Supervisors,
Alpine County

MICHAEL RANALLI
Board of Supervisors,
El Dorado County

KIRK UHLER
Board of Supervisors,
Placer County

JASON BUCKINGHAM
Executive Director

Golden Sierra Job Training Agency
1919 Grass Valley Hwy, Suite 100
Auburn, CA 95603

(530) 823-4635

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
AGENDA**

Tuesday, February 10, 2015 – 11:30 .am.

**Golden Sierra Job Training Agency
1919 Grass Valley Hwy, Suite 100
Auburn, CA 95603**

Teleconferencing Locations

**Alpine County Administration Bldg.
Board of Supervisors
Conference Room
99 Water Street
Markleeville, CA 96120**

**Placer County District Office
1700 Eureka Road, Suite 160
Roseville, CA 95661**

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. CHAIR AND VICE-CHAIR 2014 ELECTION
- III. APPROVAL OF AGENDA 1-2
- IV. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.
 - A. Approval of Minutes from December 15, 2014 GB Meeting 3-7
- V. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- VI. APPROVE WIA REVISED 14/15 BUDGET 8-19
- VII. APPROVE PROP 39 REVISED BUDGET 20-22
- VIII. APPROVE DEI ROUND 2 14/15 BUDGET 23-25
- IX. DIRECTOR'S UPDATE
 - A. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) UPDATE 26-29
 - B. LEGISLATIVE UPDATES 30-42
 - C. LOCAL AREA DESIGNATION 43-61
 - D. HIGH PERFORMING BOARD (HPB) STATUS
 - E. SLINGSHOT UPDATE 62-63
 - F. CWA DAY AT THE CAPITOL 64

- X. WIB MEMBERSHIP REPORT OUT 65
- XI. JPA UPDATE
- XII. REPORT OUT OF TRAINING EXPENDITURES 66-68
 - A. K491016 – July 1, 2013 – June 30, 2015
- XIII. WIA SERVICE PROVIDER PERFORMANCE 69-73
- XIV. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS
(Government Code §54957.6)
AGENCY DESIGNATED REPRESENTATIVES:
JASON BUCKINGHAM; TERRIE TROMBLEY & KRISTIANNE SEARGEANT

Employee Organization: Stationary Engineers Local 39
- XV. FUTURE AGENDA ITEMS/NEW BUSINESS
- XVI. NEXT MEETING: April 1, 2015 – 10:00 am – Auburn Connections
- XVII. ADJOURNMENT

**GOLDEN SIERRA JOB TRAINING AGENCY
GOVERNING BODY
REGULAR MEETING
MINUTES**

Monday, December 15, 2014 – 10:00 .am.

**Golden Sierra Job Training Agency
1919 Grass Valley Hwy, Suite 100
Auburn, CA 95603**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Katherine Rakow, Chair at 10:00 am.

Present: Katherine Rakow, Norma Santiago

Absent: Kirk Uhler

Guests: Jason Buckingham, Terrie Trombley, Lorna Magnussen, Jenny Wilson, Michael Indiveri.

Buckingham acknowledged Norma Santiago's service to the board and presented her a recognition of service plaque. Members, staff and guests also commended Santiago for her commitment to this board and the community.

II. APPROVAL OF AGENDA

Motion to approve the Agenda by Santiago, second by Rakow.

Motion approved unanimously.

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

- Approval of Minutes from October 1, 2014 GB Meeting

Motion to approve the Consent Agenda by Santiago, second by Rakow.

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

V. APPROVE OUT OF STATE TRAVEL

NAWB Forum

Buckingham stated that the National Association of Workforce Boards (NAWB) holds an annual conference in DC that members of the Executive Committee, Governing Body and he have attended over the last 4-5 years. Traditionally we have sent 4 individuals; however, this year we are requesting additional attendees to support the WIOA transition. We are requesting approval for 7 attendees this year at an estimated cost of \$21,000. Santiago said that based on her past attendance, she supports this action.

Motion to approve the Out of State travel by Santiago, second by Rakow.

Motion approved unanimously

VI. DIRECTOR'S UPDATE

• WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) UPDATE

Buckingham stated that following the October CWA WIOA Training, the WIB Executive Committee held a retreat/planning session. Buckingham said that he had developed the matrix in the packet for use at the retreat outlining next steps. The color coding signifies priority; green – immediate future; yellow – next step.

Local Area designation: Currently this process has not been determined; however, EDD is preparing a directive outlining this process anticipated to be released at the end of January. Pending release of this directive, Buckingham recommends proceeding with sending our request letter for Local Designation and One-Stop Operator.

The reason for this is that in the law it states that the One-Stop Operator must be procured and co-located with EDD. If we procure services the Agency will not be able to respond; this would require laying off all Agency staff in Placer County that are providing services. In addition, the only current center we have that is co-located with EDD is our Roseville office.

The law allows us to request certification as a One-Stop Operator with permission of the Chief Local Elected Official (Governing Body) and the Governor. The WIB has endorsed this request. Buckingham stated that the intention of this request is to ensure an efficient and effective transition and to avoid any disruption in services.

Wilson inquired if there would be any impact if El Dorado had EDD on-site. Buckingham stated that it would allow El Dorado to be designated as a One-Stop Operator, but would still require a competitive procurement. Buckingham also clarified that the law only requires that you have one One-Stop Operator in the consortium.

Santiago inquired if El Dorado would still be considered a consortium. Buckingham stated that under WIA a mini-consortium could be formed with 3 mandated partners without procurement; however, while WIOA still allows for mini-consortiums to be formed it requires that it is competitively procured.

Wilson inquired if the request could include all current One-Stop's in the consortium. Buckingham stated that based on his interpretation of the law this would not be considered an acceptable method of procurement.

Santiago stated that while this request will ensure the consortium continues uninterrupted, how are we ensuring that the mini-consortiums will be able to continue services also. Buckingham stated that staff are currently working on releasing an RFQ to establish qualified vendors to provide services; future procurement will be defined by the regulations. However, because of the requirement for competitive procurement the consortium's ability to continue to provide services is not guaranteed.

The consortium needs will be further assessed and defined at the Workforce Investment Board and Executive Committee level; this assessment will allow us to focus our future procurement to meet these needs. This could include One-Stops, Training Centers and/or designated service contracts.

- HIGH PERFORMING BOARD (HPB) STATUS

Buckingham stated that there is new importance on the HPB status due to the Governor's ability to withhold additional money for discretionary spending; this status increases access to these monies.

Buckingham provided the rubric, scores & reviewer comments, and our additional responses. Review was supposed to begin November 14; however, I have not received an update.

VII. APPROVE LETTER REQUESTING DESIGNATION AS LOCAL WORKFORCE DEVELOPMENT AREA & ONE-STOP OPERATOR

Motion to approve the request letter by Santiago, second by Rakow.

Motion approved unanimously

VIII. EL DORADO WIA SERVICE DELIVERY MEETING REPORT OUT

Buckingham stated that on September 18, 2014, the Finance Committee had met and discussed some concerns regarding El Dorado expenditures and enrollments. As a result of this discussion a larger meeting was conveyed with the Executive and Finance Committee, key staff from El Dorado County and Supervisor Santiago from the Governing Body on October 23, 2014, to form some strategies to address the concerns and ensure that the funds were serving El Dorado County constituents.

Buckingham said that the concerns included low enrollments, larger annual carry over in addition to new amounts being awarded. This was putting a large weight on El Dorado WIA staff. Our goal was to develop a strategy that would allow El Dorado an opportunity to correct the low enrollments, and not keep weighting them down with additional money and requirements.

Buckingham said that as a result of that meeting I think we came up with a strategy that would allow El Dorado County the flexibility to meet their expenditures and increase their training enrollments.

Strategies:

- Allow K4 Youth contract to expire on December 31, 2014, without extending, and Golden Sierra will administer remaining money.
- Award K5 full amount; review in December 15, 2015; if not at 80% funds will be recaptured in addition to some staffing cost for Golden Sierra to administer.
- Finance Committee will review K4 expenditures in January 2015

Buckingham distributed a 5 year graph. and stated that it shows positive trends in enrollment. Buckingham added that he has been working with Jenny Wilson and Alexis Zoss to ensure that these increased enrollments transition into training enrollments

Wilson stated that they have stripped away a lot of the barriers to enrollment and are much more efficient now, and Webb has been essential in streamlining the fiscal process. However, we are still in need of staff, and need more outreach. Wilson also acknowledged Galipo as a great resource.

Buckingham said that he is currently working with El Dorado to see if paying their bills would be a strategy to consider. This has been a concern as the delays are preventing the invoicing to occur during the contract and/or grant period, and could potentially cause a denied reimbursement. Wilson said that Webb is advocating for this process. Webb stated that El Dorado administration is embracing this but not fiscal.

IX. JPA UPDATE

Buckingham stated that Agency Counsel had been working on the JPA, and was about to present to County Counsels when the passage of WIOA occurred; due to the changes that WIOA would impose on the JPA it was held, and is being redrafted to incorporate the changes.

X. ADA COMPLIANCE CONCERNS

Buckingham stated that we are required as part of the Act to conduct a bi-annual program and service accessibility review on all of the centers. These reviews were performed by an outside Certified Access Specialist (CASp) contractor. The findings from these reviews are located on page 30 of your agenda packet.

Buckingham stated that there could present a liability if we continue to operate while not ADA compliant, and felt that the board needed to be aware of this. The majority of the findings were not large with the exception of the South Lake Tahoe office. Buckingham stated that even though they are currently operating under a consent decree we could continue to receive complaints.

Rakow stated that Nicole Williamson had responded back to her concerns and has assured me that they are addressing each and every issue. Other than the parking lot issue, Rakow felt that they were all feasible.

XI. WIA SERVICE PROVIDER UPDATES

Wilson provided the following report out for November:

One-Stop

- served 1,044 (564 Placerville, 480 SLT)
- 11 workshops (interview skills, resume writing, assessment, NextSkills training, etc.)

Business services

- Contacts – 27 Placerville; 3 SLT
- 2 possible OJT; 3 job postings; 2 referrals to SEDCorp
- 2 possible youth WEX
- 1 employer forum; Harmony Homecare

Media – developed and distributing flyers

Veterans Services

- attending community meetings
- revamping tracking system

GED testing site

- final stage; coordinating with Office of Education
- Possible future testing in SLT
- Buckingham wanted to confirm that El Dorado was aware that if WIA collars were used clients would need to be enrolled.

Youth

- Meeting with
 - ✓ New Workability counselor
 - ✓ Mark Egbert to discuss a project
 - ✓ James Woods to discuss a project
- Working on being employer of record for outside of county department WEX

Rakow called the meeting into closed session at 10:54 am

XII. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6)

AGENCY DESIGNATED REPRESENTATIVES:

JASON BUCKINGHAM; TERRIE TROMBLEY & KRISTIANNE SEARGEANT

Employee Organization: Stationary Engineers Local 39

Rakow called the meeting back into open session at 11:11 am

Report out: information was given

XIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- WIA revised budget
- Prop 39 revised budget

XIV. NEXT MEETING: February 4, 2015 – 10:00 am – Auburn Connections

XV. ADJOURNMENT

Motion to adjourn at 11:17 am by Rakow, second by Santiago.

Motion passed unanimously

**Golden Sierra
Governing Body**

MEMORANDUM

DATE: February 10, 2015
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: WIA Revised Final 14/15 Budget

Resolution Action Item Information

Attached is a Fiscal Year 2014/2015 revised final budget. This budget reflects the adjusted awarded funding for PY 2014/2015 allocation award and actual PY 2013/2014 rollover funding.

This budget was reviewed and recommended for approval by the Finance Committee on January 5, 2015, and the WIB on January 15, 2015.

Budget Narrative

Schedule 1 Schedule of Funding Sources & Expenditures: Final Budget for Fiscal Year 2014/2015 vs Revised Final Budget for Fiscal Year 2014/2015.

Funding Sources:

Adjustments reflected in Note for Schedule 2

Expenditures:

Spending plan has been adjusted in coordination with all member County's to better meet performance requirements, while delivering services in the most effective manner.

Contingency:

Reflects strategy to spend PY 2014 Administration funding in second year of award.
Agency program administration has been increased based on net changes of expenditures.

Schedule 2 Funding Sources: Detail of Actual funding sources and Carryover.

Actual Allocation awards for PY 2014 have been adjusted

<u>Actual Awards</u>	<u>PY 2014</u>	<u>Revised PY 2014</u>	<u>Percent Change</u>
Adult	\$ 1,114,983	\$ 1,114,408	-0.05%
Dislocated Worker	\$ 1,378,183	\$ 1,377,526	-0.05%
Youth	\$ 1,139,435	\$ 1,139,435	0.00%
	<u>\$ 3,632,601</u>	<u>\$ 3,631,369</u>	<u>-0.03%</u>

<u>Actual Awards</u>	<u>PY 2014</u>	<u>Revised PY 2014</u>	<u>Percent Change</u>
Rapid Response	\$ 292,049	\$ 291,910	-0.05%
Layoff Aversion	\$ 41,724	\$ 72,802	74.48%

<u>Special Funding</u>	<u>Final Budget</u>	<u>Revised Final Budget</u>	<u>Percent Change</u>
SETA - NEG- OJT	\$ 50,000	\$ 7,000	-86.00%

Schedule provides the most current information at the time of this presentation.

Budget Narrative

Schedule 3 Operating Expenditures:

Schedule provides details for specific line item spending changes from Final Budget to Revised Final Budget.

Schedule 4 Detail of Subcontracted Services

Schedule provides detail of contracts awarded for both Agency Administration and each member county's level managed within the Agency's accounting system. Schedule separated by funding source for each contract awarded.

Source of Funding:	Allocation Program Year	2013	2014
Type of Contract:	1) Agency Awarded		2) Placer County Client Services

Schedule 5 Funding Allocation by Member County

Schedule utilizes all the same percentage break out as was presented in Final Budget.

The change here is due to changes in awarded funding.

From the Adult & Dislocated Worker awards 15% will be directly expended for Direct Training.

Percentage of participation for each member county is based on the Disaggregate Allocation provided by the Employment Development Department.

Schedule 5L Leverage Requirement by Member County

Schedule provides dollar amounts required to be leveraged resources in order to meet State imposed 25% Direct Training requirement.

Schedule of Funding Sources & Expenditures										
Fiscal Year Ending 6/30/2015										
Presented December 2014 - Revised Final Budget										
		<u>A</u>		<u>B</u>		<u>C</u>		<u>C-B</u>		<u>C/B</u>
<i>L</i>		Fiscal Year	% of	Fiscal Year	% of	Fiscal Year	% of	Fiscal Year	Percent of	
<i>i</i>		2013/2014	Total	2014/2015	Total	2014/2015	Total	2014/2015	Change from	
<i>n</i>		Actual	Funding	Final	Funding	Revised Final	Funding	to Revised	Final to	
<i>e</i>								Final	Revised Final	
#								Final Budget	Budget for	
									Fiscal Year	
									2014/2015	
	Funding Sources:									
1	Carry-In Allocation Funds from PY 13	\$ 1,644,598		\$ 2,110,965		\$ 2,110,965		\$ -	0.00%	
2	Actual PY 14/15 WIA Allocations	4,007,194		3,632,601		3,631,369		(1,232)	-0.03%	
3	Actual Rapid Response Funds PY14	292,355		292,049		291,910		(139)	-0.05%	
4	Carry-In Allocation Rapid Response from PY 13	69,038		110,897		110,897		-	0.00%	
5	Layoff Aversion Funds PY14	-		41,724		72,802		31,078	74.48%	
6	Special Funding - SETA NEG-OJT	50,000		50,000		7,000		(43,000)	-86.00%	
7	Total Funding Sources	\$ 6,063,185		\$ 6,238,236		\$ 6,224,943		\$ (13,293)	-0.21%	
	Expenditures:									
	Agency & Placer County Operations:									
8	Retiree Benefits	\$ 63,407	1.05%	\$ 82,387	1.32%	\$ 81,480	1.31%	\$ (907)	-1.10%	
9	Salaries and Benefits	1,779,715	29.35%	2,076,524	33.29%	2,103,417	33.79%	26,893	1.30%	
10	Services and Supplies	706,258	11.65%	616,087	9.88%	661,602	10.63%	45,515	7.39%	
11	Agency & Placer County Operations Total	\$ 2,549,380	42.05%	\$ 2,774,998	44.48%	\$ 2,846,499	45.73%	\$ 71,501	2.58%	
	Contracted Services:									
12	Professional Services	\$ 78,838	1.30%	\$ 79,537	1.27%	\$ 102,762	1.65%	\$ 23,225	29.20%	
13	Youth Services	175,001	2.89%	152,510	2.44%	152,510	2.45%	-	0.00%	
14	Placer Client Direct Training & Intensive Services	523,526	8.63%	529,162	8.48%	514,162	8.26%	(15,000)	-2.83%	
15	Contracted Services Total	\$ 777,365	12.82%	\$ 761,209	12.20%	\$ 769,434	12.36%	\$ 8,225	1.08%	
	Member County One-Stop Operation Awards									
16	El Dorado County HHS	\$ 1,414,878	23.34%	\$ 1,714,370	27.48%	\$ 1,606,219	25.80%	\$ (108,151)	-6.31%	
17	Alpine County HHS	123,320	2.03%	157,008	2.52%	114,241	1.84%	(42,767)	-27.24%	
18	Member County One-Stop Operation Awards Total	\$ 1,538,198	25.37%	\$ 1,871,378	30.00%	\$ 1,720,460	27.64%	\$ (150,918)	-8.06%	
19	Committee Budget	\$ 8,245	0.14%	\$ 15,000	0.24%	\$ 25,000	0.40%	\$ 10,000	66.67%	
20	Contingency Funds	\$ 1,189,997	19.63%	\$ 815,651	13.08%	\$ 863,550	13.87%	\$ 47,899	5.87%	
21	TOTAL EXPENDITURES	\$ 6,063,185		\$ 6,238,236		\$ 6,224,943		\$ (13,293)	-0.21%	
22	Net Income/(Loss)	\$ -		\$ -		\$ -		\$ -		

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Funding Sources Fiscal Year Ending 6/30/2015 Presented December 2014 - Revised Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
<i>L i n e #</i>			Agency PY 2014/2015 Actual Funding	Agency PY 2013/2014 Carry-In Program	Agency PY 2013/2014 Carry-In Admin	PY 2013/2014 Carry-In Program Contracts Rebudgeted	Revised Final Grant Awards FY 2014/2015
WIA Formula Allocation							
1	Adult	201/202	\$ 1,114,408	\$ 211,213	\$ 119,341	\$ 276,144	\$ 1,721,106
2	Adult Transferred from DW	499/500	-	200,885	20,088	-	220,973
3	Youth	301/302	1,139,435	\$ 77,012	49,463	\$ 319,393	1,585,303
4	Dislocated Worker	501/502	1,377,526	\$ 266,265	139,598	\$ 431,563	2,214,952
5	Special Funding - SETA NEG-OJT	343	-	\$ 7,000	-	\$ -	7,000
6	WIA Allocation Totals		\$ 3,631,369	\$ 762,375	\$ 328,490	\$ 1,027,100	\$ 5,749,334
Rapid Response & Other Grants							
7	Layoff Aversion	292/293	\$ 72,802	\$ -	\$ -	\$ -	\$ 72,802
8	Formula Rapid Response	540/541	291,910	75,489	-	35,408	402,807
9	Rapid Response & Other Grants Totals		\$ 364,712	\$ 75,489	\$ -	\$ 35,408	\$ 475,609
10	Total Grant Awards		\$ 3,996,081	\$ 837,864	\$ 328,490	\$ 1,062,508	\$ 6,224,943

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented December 2014 - Revised Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
Line #	Description	Object Level 3	Fiscal Year 2014/2015 Final	Fiscal Year 2014/2015 Revision Amount	Fiscal Year 2014/2015 Revised Final Budget	Fiscal Year 2014/2015 Final to Revised Final 2014/2015	Schedule 4 Reference for Fiscal Year 2014/2015
	Placer & Agency Operational Costs						
	Retirement Benefits						
1	Retiree Health Care	1320	\$ 70,291	\$ (907)	\$ 69,384	\$ (907)	
2	Retiree Dental	1321	12,096	-	12,096	-	
3	Total Retirement Benefits:		\$ 82,387	\$ (907)	\$ 81,480	\$ (907)	
	Salaries and Benefits						
4	Salaries and Wages	1002	\$ 1,309,904	\$ 14,150	\$ 1,324,054	\$ 14,150	
5	Extra Help	1003	12,246	(3,452)	8,794	(3,452)	
6	Overtime Salaries & Wages	1005	-	-	-	-	
7	P.E.R.S. Retirement	1300	485,037	4,935	489,972	4,935	
8	F.I.C.A. - Staff - Medicare & UI Benefits	1301	28,275	(1,000)	27,275	(1,000)	
9	Other Post Employment Benefits	1303	139,613	-	139,613	-	
10	Employee Group Ins.	1310	86,633	4,320	90,953	4,320	
11	Staff Workers Comp	1315	14,816	7,940	22,756	7,940	
12	Total Salaries and Benefits:		\$ 2,076,524	\$ 26,893	\$ 2,103,417	\$ 26,893	
	Services and Supplies:						
13	Services and Supplies & Moving Expenses	2000	\$ 30,000	\$ (30,000)	\$ -	\$ (30,000)	
14	Communications	2051	14,000	2,000	16,000	2,000	
15	Gen. Liability Insurance	2140	17,000	(1,000)	16,000	(1,000)	
16	Maintenance - Equipment	2290	35,000	8,815	43,815	8,815	Schedule 4 - A9
17	Maintenance Bldg	2405	2,500	2,000	4,500	2,000	
18	Maintenance - Janitorial	2406	2,000	-	2,000	-	
19	Dues, Subs & Memberships	2439	12,000	5,000	17,000	5,000	
20	Printing	2511	10,000	15,000	25,000	15,000	
21	One Stop & Performance Systems	2522	76,735	-	76,735	-	Schedule 4 - A2, A3, A4

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented December 2014 - Revised Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
<i>L i n e</i>		Object Level 3	Fiscal Year 2014/2015 Final	Fiscal Year 2014/2015 Revision Amount	Fiscal Year 2014/2015 Revised Final Budget	Fiscal Year 2014/2015 Final to Revised Final 2014/2015	Schedule 4 Reference for Fiscal Year 2014/2015
#	Description						
22	Office Supplies	2456,2523	13,000	(1,000)	12,000	(1,000)	
23	Postage	2524	3,000	-	3,000	-	
24	Operating Materials	2534	3,000	5,000	8,000	5,000	
25	Audits, Actuarial & Other Services	2555	18,500	11,200	29,700	11,200	Schedule 4 - A5, A10, A11
26	Prof/Special Services, County	2556	24,000	2,000	26,000	2,000	
27	Legal Services	2561	34,336	-	34,336	-	Schedule 4 - A6
28	Advertising/Legal Notices	2701	5,000	-	5,000	-	
29	Rents & Leases - Equipment	2710	1,500	-	1,500	-	
30	Hazard Elimination & Safety	2724	1,000	-	1,000	-	
31	Rents & Leases - Buildings	2727	164,066	-	164,066	-	Schedule 4 - A7, A8
32	Small Equipment	2821	2,500	4,500	7,000	4,500	
33	Media Services/Outreach/Events	2829	51,000	10,000	61,000	10,000	Schedule 4 - A1
34	Training Staff	2844	12,500	11,000	23,500	11,000	
35	Travel & Transportation	2931	15,000	1,000	16,000	1,000	
36	Mileage	2932	10,000	-	10,000	-	
37	Meals/Food Purchases	2964	5,000	-	5,000	-	
38	Utilities	2965	15,450	-	15,450	-	
39	A-87 Costs	3551	38,000	-	38,000	-	
40	Capitalized Equipment	4451	-	-	-	-	
41	Total Services & Supplies:		\$ 616,087	\$ 45,515	\$ 661,602	\$ 45,515	

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented December 2014 - Revised Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
<i>L i n e</i> #	Description	Object Level 3	Fiscal Year 2014/2015 Final	Fiscal Year 2014/2015 Revision Amount	Fiscal Year 2014/2015 Revised Final Budget	Fiscal Year 2014/2015 Final to Revised Final 2014/2015	Schedule 4 Reference for Fiscal Year 2014/2015
	Subcontracted Services						
	Program Year 2013/2014						
47	Professional Services	2555	13,343	-	13,343	-	Schedule 4 - B6
48	Youth Services Placer County	2555	62,510	-	62,510	-	Schedule 4 - B5
49	Core Workshops Placer County	2555	-	-	-		
50	El Dorado County One-Stop	2555	783,172	(65,000)	718,172	(65,000)	Schedule 4 - B1, B2
51	Alpine County One-Stop	2555	60,721	-	60,721	-	Schedule 4 - B3, B4
	Program Year 2014/2015						
52	Professional Services	2555	41,194	23,225	64,419	23,225	Schedule 4 - C1, C12
53	Youth Services Placer County	2555	90,000	-	90,000	-	Schedule 4 - C3
54	Core Workshops Placer County	2555	25,000	-	25,000	-	Schedule 4 - C2
55	El Dorado County One-Stop	2555	931,198	(43,151)	888,047	(43,151)	Schedule 4 - C4, C5, C6
56	Alpine County One-Stop	2555	96,287	(42,767)	53,520	(42,767)	Schedule 4 - C7, C8, C9
57	Total Subcontracted Services		\$ 2,103,425	\$ (127,693)	\$ 1,975,732	\$ (127,693)	

Approved by:
 Finance Committee: 2015-01-05
 WIB: 2015-01-15
 Governing Board

Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented December 2014 - Revised Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
L i n e #	Description	Object Level 3	Fiscal Year 2014/2015 Final	Fiscal Year 2014/2015 Revision Amount	Fiscal Year 2014/2015 Revised Final Budget	Fiscal Year 2014/2015 Final to Revised Final 2014/2015	Schedule 4 Reference for Fiscal Year 2014/2015
	Placer County Client Direct						
	Program Year 2012/2013 Direct Training						
58	G. S. IR/ITA /OJTContracts	2841	\$ -	\$ -	\$ -	\$ -	
	Program Year 2013/2014 Direct Training						
59	G. S. IR/ITA /OJTContracts	2841	182,357	(43,000)	139,357	(43,000)	Schedule 4 - D3, D4,D5
	Program Year 2014/2015 Direct Training						
60	G. S. IR/ITA /OJTContracts	2841	241,864	-	241,864	-	Schedule 4 - E1
	Program Year 2012/2013 Intensive Services						
61	Golden Sierra WEX Payable Wages	1015/1565	-	-	-	-	
	Program Year 2013/2014 Intensive Services						
62	Golden Sierra WEX	1015/1565	23,941	18,000	41,941	18,000	Schedule 4 - D1, D2
63	Client Supportive Services	2840	-	-	-	-	
	Program Year 2014/2015 Intensive Services						
64	Golden Sierra WEX	1015/1565	41,000	-	41,000	-	Schedule 4 - E2
65	Client Supportive Services	2840	40,000	10,000	50,000	10,000	Schedule 4 - E3
	Total Placer County Client Direct		\$ 529,162	\$ (15,000)	\$ 514,162	\$ (15,000)	
66	Committee Expenses	2935	\$ 15,000	\$ 10,000	\$ 25,000	\$ 10,000	
67	Administration Second Year Funding	5600	\$ 363,260	\$ -	\$ 363,260	\$ -	
68	Program Operations Second Year Funding	5600	\$ 452,391	\$ 47,899	\$ 500,290	\$ 47,899	
69	Undistributed PY 2014/2015 Potential Sequestration	5600	\$ -	\$ -	\$ -	\$ -	
70	Total Expenditures		\$ 6,238,236	\$ (13,293)	\$ 6,224,943	\$ (13,293)	

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Subcontracted Services									
Fiscal Year Ending 6/30/2015				Dislocated					
Presented December 2014 - Revised Final Budget				Worker		Dislocated		Rapid	
				Transfer to Adult		Worker		Response	
								Other Funding &	
								Layoff Aversion	
								TOTAL	
A	Program Year 13/14 Rebudget & 14/15 - New Line 22-42 Schedule 3								
1	EMRL - Outreach Contracted Services	\$ 12,000	\$ 12,500	\$ -	\$ 12,000	\$ 2,500	\$ 1,000	\$ 40,000	
2	Future Works	4,875	5,025	1,000	5,730	870	-	17,500	
3	EMSI	-	-	-	-	16,000	2,750	18,750	
4	Geographic Solutions (Case Management System)	13,495	13,495	-	13,495	-	-	40,485	
5	Financial Audit	5,500	5,700	-	5,640	1,660	-	18,500	
6	Kronick, Moskovitz, Tiedemann & Girard	8,584	8,584	8,584	7,584	1,000	-	34,336	
7	State of California Employment Development Department (Roseville Rent)	22,430	22,731	-	29,769	4,520	-	79,450	
8	Duff Brothers (Auburn Rent)	23,558	24,690	-	31,649	4,719	-	84,616	
9	Chivalry IT Services	10,000	10,000	10,000	10,980	-	-	40,980	
10	Roth Staffing Companies LP	1,750	1,750	1,750	1,750	-	-	7,000	
11	David Irons (ADA Compliance Inspection)	1,050	1,050	1,050	1,050	-	-	4,200	
	Agency Operations - Contracted Services Total	\$ 103,242	\$ 105,525	\$ 22,384	\$ 119,647	\$ 31,269	\$ 3,750	\$ 385,817	
B	Program Year 13/14 - Lines 44-46 Schedule 3 Rebudgeted								
1	El Dorado County One-Stop	\$ 134,141	\$ 145,937	\$ 105,632	\$ 105,632	\$ 41,298	\$ -	\$ 532,640	
2	El Dorado County Direct Training	72,861	-	61,394	51,277	-	-	185,532	
3	Alpine County One-Stop	1,253	2,481	30,666	21,085	-	-	55,485	
4	Alpine County Direct Training	2,043	-	3,193	-	-	-	5,236	
5	Placer County Youth Pride Industries	-	62,510	-	-	-	-	62,510	
6	Placer County Business Assistance (Various Providers)	-	-	-	-	13,343	-	13,343	
7	Youth Contract Expired - Funding Transferred back to Agency	-	65,000	-	-	-	-	65,000	
C	Program Year 14/15 - Lines 47-56 Schedule 3								
1	Mike Indiveri (WIA Agency Consultant)	\$ 2,750	\$ 2,850	\$ 1,910	\$ 1,910	\$ 580	\$ -	\$ 10,000	
2	Placer County Core Services (Vendor TBD)	15,000	3,000	3,500	3,500	-	-	25,000	
3	Placer County Youth (Vendor TBD)	-	90,000	-	-	-	-	90,000	
4	El Dorado County Youth Contracted Services	-	258,130	-	-	-	-	258,130	
5	El Dorado County One-Stop	187,090	-	115,845	115,844	72,767	-	491,546	
6	El Dorado County Direct Training	61,882	-	38,245	38,244	-	-	138,371	
7	Alpine County Youth Contracted Services	-	7,378	-	-	-	-	7,378	
8	Alpine County One-Stop	5,547	-	3,428	3,428	30,000	-	42,403	
9	Alpine County Direct Training	1,672	-	1,034	1,033	-	-	3,739	
10	Consortium Layoff Aversion	-	-	-	-	-	54,419	54,419	
11	El Dorado County - Agency to pay participant invoices C5 reduced	24,750	-	15,400	14,850	-	-	55,000	
12	Alpine County - Reduction to meet service priorities. C8 reduced	-	-	-	-	42,767	-	42,767	
	Agency Program - Subcontracted Services Total	\$ 508,989	\$ 637,286	\$ 380,247	\$ 356,803	\$ 200,755	\$ 54,419	\$ 2,138,499	
	Placer County								
D	Program Year 13/14 - Lines 53-66 Schedule 3								
1	Placer County Client WEX Training (Intensive) Rebudgeted	\$ 7,375	\$ 30,110	\$ -	\$ -	\$ -	\$ -	\$ 37,485	
2	Placer County Client WEX Training (Intensive) Remaining Funding	-	4,456	-	-	-	-	4,456	
3	Placer County Client ITA, IR's & OJT Training Contracts Rebudgeted	9,239	-	-	13,240	18,314	-	40,793	
4	Placer County Client ITA, IR's & OJT Training Contracts Remaining Funding	30,519	-	-	61,045	-	-	91,564	
5	SETA NEG--OJT Training Contracts	-	-	-	-	-	7,000	7,000	
E	Program Year 14/15 - Lines 64-65 Schedule 3								
1	Placer County Client ITA, IR's & OJT Training Contracts	\$ 103,693	\$ 10,000	\$ 64,085	\$ 64,086	\$ -	\$ -	\$ 241,864	
2	Placer County Client WEX Training (Intensive)	15,000	26,000	-	-	-	-	41,000	
3	Placer County Client Supportive Services (Intensive)	5,000	40,000	2,500	2,500	-	-	50,000	
	Placer County Total	\$ 170,826	\$ 110,566	\$ 66,585	\$ 140,871	\$ 18,314	\$ 7,000	\$ 514,162	
	Agency Program Contracted Services Total	\$ 679,815	\$ 747,852	\$ 446,832	\$ 497,674	\$ 219,069	\$ 61,419	\$ 2,652,661	
	Contracted Services - Administration & Program Total	\$ 783,057	\$ 853,377	\$ 469,216	\$ 617,321	\$ 250,338	\$ 65,169	\$ 3,038,478	

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Schedule for Leverage Requirements				
Direct Training Compliance				
Presented December 2014 - Revised Final Budget				
<u>Funding Categories</u>				
		Adult	Dislocated Worker	
		<u>Actual</u>	<u>Actual</u>	Total
Funding Awards PY 2014/2015		\$ 1,114,408	\$ 1,377,526	\$ 2,491,934
Direct Training Requirement*	25.00%	\$ 278,602	\$ 344,382	\$ 622,983
Requirement met via:				
Program Year 2014/2015 WIA Cash	15.00%	\$ 167,161	\$ 206,629	\$ 373,790
Program Year 2014/2015 Planned Leverage	10.00%	\$ 111,441	\$ 137,753	\$ 249,193
<u>Adult & Dislocated Worker Distribution</u>				
15% WIA Cash Award				
Placer	62.00%	\$ 103,640	\$ 128,110	\$ 231,750
El Dorado	37.00%	61,850	76,453	138,303
Alpine	1.00%	1,671	2,066	3,737
10% Leveraged Funds				
Placer	62.00%	\$ 69,093	\$ 85,406	\$ 154,499
El Dorado	37.00%	41,233	50,969	92,202
Alpine	1.00%	1,114	1,378	2,492
Total Required Direct Training (Check Figure)		\$ 278,601	\$ 344,382	\$ 622,983
* Employment Development Department Workforce Services Directive 11-9				
WIA Training Expenditure Requirements as imposed by Senate Bill (SB)734.				

Approved by:
 Finance Committee: 2015-01-05
 WIB: 2015-01-15
 Governing Board

**Golden Sierra
Governing Body**

MEMORANDUM

DATE: February 10, 2015
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Prop 39 14/15 Revised – Final Budget

Resolution Action Item Information

Attached is a Fiscal Year 2014/2015 revised final budget. The budget reflects the spending plan for the Capital Region MC3 grant award.

This budget was reviewed and recommended for approval by the Finance Committee on January 5, 2015, and the WIB on January 15, 2015.

**Budget Narrative for Proposition 39 Capital Region MC3 Award
For Fiscal Year 2014/2015**

Schedule 1 Schedule of Funding Sources & Expenditures

Schedule shows in summary planned expenditures for FY 2014/2015.
The Prop 39 award period is 6/1/2014 thru 12/31/2015.
Plan is to expend all funding in current fiscal year.

MC3 Training Services have been awarded to Sierra College.
20 eligible Conservation CCC participants will receive 120 hours of pre-apprenticeship training.

Columns

A Fiscal Year 2014/2015 Final Budget

B Budget Revision

C Revised Final Budget

- Case management staff will be funded with both Prop 39 and WIA Funding
- Increased cost of pre-apprenticeship training.
- Increased amount of Supportive Services.

Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board

Proposition 39
 Budget Summary Revised 12/31/2014
 For the Fiscal Year Ending 6/30/2015

<i>L i n e #</i>	<u>A</u>	<u>B</u>	<u>C</u>	
	<u>Fiscal Year 2014/2015 Final Budget</u>	<u>Fiscal Year 2014/2015 Budget Revisions</u>	<u>Fiscal Year 2014/2015 Revised Final Budget</u>	% of Total Funding
1	Funding Sources:			
2	\$ 104,675	\$ -	\$ 104,675	
	\$ 104,675	\$ -	\$ 104,675	
	Expenditures:			
	Operations:			
3	\$ 53,879	\$ (22,463)	\$ 31,416	30.01%
4	11,837	41	11,878	11.35%
5	\$ 65,716	\$ (22,422)	\$ 43,294	62.78%
6	\$ 8,800	\$ 5,000	\$ 13,800	13.18%
7	30,159	17,422	47,581	45.46%
8	\$ 38,959	\$ 22,422	\$ 61,381	58.64%
9	-	-	-	0.00%
10	\$ 104,675	\$ -	\$ 104,675	
	Net Income/(Loss)			
	\$ -	\$ -	\$ -	

Approved by:
 Finance Committee: 2015-01-05
 WIB: 2015-01-15
 Governing Board

**Golden Sierra
Governing Body**

MEMORANDUM

DATE: February 10, 2015
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: DEI Round 2 Final Budget

Resolution Action Item Information

Attached is a Fiscal Year 2014/2015 final budget. This budget reflects spending plan for award in Fiscal Year 2014/2015 with planned carry over to support DEI Round 2 activities up to March 2018.

This is a new award and was not presented during the normal process of approving Final Budgets.

This budget was reviewed and recommended for approval by the Finance Committee on January 5, 2015, and the WIB on January 15, 2015.

**Budget Narrative for Disability Employment Initiative Round 2
For Fiscal Year 2014/2015**

Schedule 1 Schedule of Funding Sources & Expenditures

Schedule shows in summary planned expenditures for FY 2014/2015.
The Disability Employment Initiative Round 2 award period is 10/1/2014 thru 3/31/2018.

Columns

A Final Budget

- Case management staff the Agency's Disability Resource Coordinator (DRC) will be funded with WIA Funding

- Expenditures to be charged are the travels costs to attend quarterly meetings and assist Round 2 awardees.

**Approved by:
Finance Committee: 2015-01-05
WIB: 2015-01-15
Governing Board**

Disability Employment Initiative
 Round 2
 Budget Summary 12/31/2014
 For the Fiscal Year Ending 6/30/2015

A

<i>L i n e #</i>	<u>Fiscal Year 2014/2015 Final Budget</u>	% of Total Funding
1	Funding Sources:	
2	\$ 7,000	
	\$ 7,000	
	Expenditures:	
	Operations:	
3	1,250	
4	\$ 1,250	17.86%
5	5,750	82.14%
6	\$ 7,000	
	\$ -	

Approved by:
 Finance Committee: 2015-01-05
 WIB: 2015-01-15
 Governing Board



WIOA Action Matrix – Draft

Action	Comments <i>Action Item = Green</i>	Responsibility			Status
		WIB	Governing Body/CLEO	State Board/ Governor	
Establish Local Area					
Revise JPA to reference WIOA			X		
Request Designation as Local Area	The Governor is required to designate (initially) local areas who have performed successfully and who have had fiscal integrity for the previous two years. Golden Sierra meets these criteria. No process has been defined but I recommend the WIB, in conjunction with the Governing Body, submit a letter requesting designation.	X	X	X	Approved by WIB 11/20/14 Approved by GB 12/15/14 Mailed 12/21/14 Draft Directive WSDD-111 released 1/16/15 for 10 day public comment.
Request approval to remain one-stop operator	According to WIOA each local area is required to have one One-Stop (at a minimum) and that One-Stop must be collocated with EDD staff. Currently, the Golden Sierra region has five centers only one of which is collocated with EDD (Roseville). The designation would eliminate our requirement to competitively procure the operator for the region. This is the most cost effective and efficient scenario.	X	X	X	Approved by WIB 11/20/14 Approved by GB 12/15/14 Mailed 12/21/14

Action	Comments	Responsibility			Status
		WIB	Governing Body/CLEO	State Board/Governor	
Workforce Development Board					
Governance					
Review WIB Functions for gaps/opportunities	WIB (ADA accessibility policies)	X			
Review Bylaws	Review bylaws for consistency with responsibilities and functions of WDB	X	X		
Re-write WIB/Governing Body Agreement	Review current agreement for consistency with WIOA	X	X		
Set Qualifications for Director	The WDB will need to set qualifications for the Director. Will probably need to wait for regulations to do so.	X	X		
Review WIB Directives	Current WIB Directives will need to be reviewed and revised or eliminated for accuracy within the new system.	X			
Membership					
Review WIB membership for compliance and strategic direction	Is membership in line with key sectors and new requirements?	X	X		Reviewing – Pending regs.
Structure					
Review Committee Structure	The WIB should review its committee structure to ensure that it can meet its new role. No youth council is required, new partners included in performance (performance committee), New business engagement metrics, new emphasis on pathways and pathway development, Education and economic development continuous improvement, accessibility...Joint mtgs with SETA? (See initiatives)	X			

Action	Comments	Responsibility			Status
		WIB	Governing Body/CLEO	State Board/Governor	
Workforce Development Board (continued)					
Planning/Service Delivery					
Convene Core Partners to discuss the design of the future system and MOUs	Executive Committee should convene leaders from DOR, EDD, Adult ED to discuss partnering in the new system, MOU's and Cost Sharing Agreements.	X			Email intro CWA WIOA Overview – 9/23/14 Letter intro WIOA 10/20/14
Meet with SETA to Consider Joint Committees and policies with SETA and CAIZ group	WIOA will nearly require a regional planning effort. We may want to have our subcommittees start meeting jointly with SETA	X			Attending SETA Planning Committee late January. Meeting cancelled; next meeting in February
Review One-Stop locations and service delivery model	Review service delivery. Should all current locations remain one-stops or should we target special projects in certain areas. Should we open population-specific job centers? Other LWIAs have centers that focus on youth only or business only or sectors. Should we reduce the number of physical centers and set-up remote access instead (the community colleges would be a likely host). (Recommendations to GB)	X	X		Met with Alpine County on 1/29/15 to discuss program services needs and model.
Publish RFQ for vender services	Establishing a vendor list for services will greatly enhance our ability to provider services without a full RFP process for each service	X			Working with staff to define services – anticipate release 2/10/15
Publish RFQ for Training Services and/or One-Stops	Prepare for competitive bid requirement by obtaining lists of qualified/interested sub-recipients	X			Pending regs.
Technology	How does the WDB want to address the new emphasis on Technology				
Branding	Consider adopting unified Identifier	X	X		
Accessibility	How will we address accessibility				
LMID	How will we ensure we have proper data for planning – Contract that out				

Action	Comments	Responsibility			Status
	<i>Action Item = Green</i>	<i>WIB</i>	<i>Governing Body/CLEO</i>	<i>State Board/Governor</i>	
Workforce Development Board (continued)					
Performance					
Metrix	Review and identify performance metrix for WIA services or initiatives (i.e. expenditures related to OJT vs classroom training?) Training in critical clusters? Pathway development, apprenticeship enrollment – Business engagement etc.	X			
Initiatives	Brand Initiatives i.e. NEXT, Vital Assets, Youth@Work etc. - maybe reduce committees but have ad hocs that manage the initiatives?	X			

California Workforce Association

Recommendations to California for Implementing the Provisions of WIOA

November 2014

Title I, Subtitle A - System Alignment

Sec 101 (d) (2) – Functions of a State Board. CWIB should review current policies in place to see if they will align with the current WIOA. This needs to be communicated to LWIBs

Sec 101 (d)(3)(B) – Career Pathways Development. Ensure that language is present in future rounds of Career Pathway Trust Funding, or similar funding opportunities. Require RFP applicants to partner with WIBs and/or that WIBs be responsible for the development of work-based learning opportunities in future State RFPs. This will eliminate the chance that school district's might waste money developing parallel and duplicate outreach structures.

Sec 101 (d)(6) – Establishing procedures for assessing the effectiveness and continuous improvement of one-stop systems. Recommend revamping the high performing WIB process to include assessment process/criteria for one-stop system. The new process should be streamlined and transparent. Combine the paper review with a site review. CWIB should consult with CWA in this process. We have gathered research from around Country and will submit to CWIB. Furthermore, CWA recommends that all local boards that have been currently approved by the CWIB as high performing continue with this designation under WIOA for 2015-16.

Sec 101(d)(8) – Aligning technology and data systems across one-stop partners. Recommend working with core programs listed in WIOA to ensure that data is collected and reported for common performance indicators. Recommend using the State's base-wage file system to ease the burden on reporting. Also, look at implementation of the AB2148 Mullin bill to see how that dashboard can be utilized for this purpose as well. Additionally, CWA recommends that other required partners (TANF for example) be added to the dashboard.

Sec 102 (b)(2)(B) – State Plan. Recommend that the CWIB and Labor Agency meet by years' end with the core programs outlined in WIOA and with key required one-stop partners to explore the roles of the partners in local workforce investment systems and how those functions will be carried out and funded. Included in the conversation should be infrastructure funding.

Sec 106 (a)(1) – Identification of Regions. Recommend that the CWIB communicate to LWIBs the process they will use to identify planning regions throughout California. CWA recommends that the CWIB support and use the current local regional partnerships of workforce boards that have been developed over the years from well thought out strategic planning and analysis of compelling regional economic data. The State should define criteria and guidelines for planning regions (e.g. multiple WIBs; economic development agencies; post-secondary; government, community agencies, emphasis of local industry sector initiatives, etc.) and allow the local areas to self-select their own planning regions according to the guidelines. Additionally, with the agreement of CLEOs and Local Boards, the CWIB should support the work currently underway throughout the State under the Slingshot initiative. CWIB also needs to communicate (as described in WIOA) the consultation process used to identify regions with local elected officials.

Sec 106 (b)(2) – Initial Local Workforce Development Area Designation. CWA recommends that local workforce boards/areas are designated by Feb 1st 2015. The process should be a simple and streamlined application process. Additionally, as noted in WIOA. All current LWIBs under WIA can be designated based on criteria in the new legislation if they request designation. The application process could allow for new configurations of workforce boards if precipitated by local counties/cities and local elected officials. Furthermore, the Association recommends that local workforce development areas are designated PRIOR to the designation of regional planning areas.

Sec 106(c)(2) – Regional Plans— WIOA states, “The State, after consultation with local boards and chief elected officials for the planning regions, shall require the local boards and chief elected officials within a planning region to prepare, submit, and obtain approval of a **single** regional plan that includes a description of the activities described in paragraph (1) and that incorporates local plans for each local area in a planning region.” The State shall provide technical assistance with these efforts. CWA recommends that the CWIB develop a regional plan and submittal process that takes into account the existing local plans so that local workforce boards do not have to be overburdened and duplicate efforts on descriptions and analysis that goes into the planning process. The plan template should clearly state which sections/questions must be answered for the region and which sections/questions are a compilation of objectives and program from the local plans. This process needs to be developed and communicated to the system by July 1, 2015

Sec 107 (b)(2) – Local Workforce Boards, Composition - Local workforce areas will need direction from the CWIB with regards to local board composition. CWA recommends the following actions.

- Allow local workforce boards time to transition into meeting the requirements under WIOA. CWA recommends that LWIBs start reconstituting their boards as early as 1/1/15. Give the boards until 7/1/16 to be completely reconstituted.
- Allow local workforce boards to remain in their current configuration AS LONG AS the current configuration meets all of the statutory requirements of WIOA

- Do not penalize local boards during the transition process for having open seats on their boards that cause them to be out of compliance with WIA. Our understanding is monitoring is ongoing for WIA and flexibility needs to be given here.

Sec 107 (d) Functions of Local Boards (11) Coordination with Education Providers – The legislation states that local boards are not only to coordinate with education providers but as stated in Sec 107(d)(11)(B), local boards are to review the applications to provide adult education and literacy activities under Title II for the local area, to determine whether such applications are consistent with the local plan; and make recommendations to the eligible agency to promote alignment with such plan; and replicate cooperative agreements in accordance with subparagraph (B) of section 101(a)(11) of the Rehabilitation Act of 1973 (29 U.S.C. 721(a)(11)), with respect to efforts that will enhance the provision of services to individuals with disabilities and other individuals, such as cross training of staff, technical assistance, use and sharing of information, and cooperation with employers.

CWA recommends that the CWIB and Labor Agency work quickly to meet with both the Adult Education administrative entity (Chancellor's Office) and the Department of Rehabilitation to communicate the requirements that need to be addressed locally and to foster reciprocal agreements that support the successful completion of this work at the local level. It is recommended that this work be completed by April 1, 2015 to allow for the work to take place during the first full program year for Title 1 under WIOA.

Sec 108 (b) (12) Local Plans – WIOA requires that local boards include in their local and regional plans a description of plans and strategies for, and assurances concerning, maximizing coordination of services provided by the State employment service under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) and services provided in the local area through the one-stop delivery system, to improve service delivery and avoid duplication of services.

The Association recommends that the CWIB and EDD develop, implement and communicate a policy that supports the provision in WIOA that there shall be no stand-alone Wagner-Peyser Employment Offices in the State. Additionally, CWA recommends that State Wagner-Peyser goals be disaggregated by local areas and communicated to field staff. This practice takes place in other states and allows for local field staff to have understanding and buy-in to achieving quality outcomes. Furthermore, it would be ideal to have Wagner-Peyser measures locally be equal to Title 1 measures to continue the integration of program delivery and leverage. It is recommended that this work be completed by April 1, 2015 to allow for the work to take place during the first full program year for Title 1 under WIOA. Additionally, CWA recommends that the local boards are provided access to review budgets and staffing plans for each site where Wagner-Peyser staff will collocate, and the CWIB should instruct EDD to examine Wagner-Peyser job descriptions so that staff in each collocated site can perform duties necessary to achieve the vision of both local and regional plans. Finally, as W-P staff begins to co-locate into one-stop centers, CWA recommends that waivers are given to those centers that do not comply with the State's facility requirements as long as the facilities meet local building code and guidelines.

Sec 108 (b)(18) Local Plans – WIOA requires that local boards include in their local and regional plans a description of the actions the local board will take toward becoming or remaining a high-performing board, consistent with the factors developed by the State board pursuant to section 101(d)(6).

The Association recommends that the CWIB work with CWA in the development of a process that is equitable and transparent and supports objective analysis of local boards. CWA has already begun research from across the Country on behalf of the CWIB and will produce our results during the first quarter of 2015. Additionally, the resources needed for local boards to assess and report their status on high-performance criteria should be an allowable program expense.

Sec 116 Performance Measures – Primary Indicators of Performance – CWA recommends that the CWIB negotiate NEW levels of performance with each local workforce board prior to the start of WIOA (July 1, 2015). However, local boards will not be held accountable for meeting these measures during the first program year, but will use these negotiated measures as benchmarks for year 2, as established in federal legislation.

CWA recommends that the CWIB work diligently with other State-level partners to continue to develop common measures and reporting requirements beyond the core programs listed in WIOA. It is critical that the Community College system be able to report consistent data, which aligns with data from core programs. Community Colleges should be given a waiver to use their current data for the first two years, as they develop the methods and collection needed to bring their data in line with the rest of the system. We believe tying the outcomes to the base-wage file data is the ultimate goal. The data provided by the base-wage system will allow for consistency across programs. Every effort should be taken to reach this goal. Furthermore, the newly passed bill, AB2148 should be looked at as a possible vehicle for aligning data. CWA and our members are willing to assist.

Furthermore, along with recommending that all WIOA core programs and required local partners be accountable to the same performance measures, the establishment of a common technical assistance plan around educating all workforce professionals across the partners should be a primary function of the state. The state should seek funding for this from the Department of Labor, and should work with CWA to operate and implement the TA plan. All partners subject to the performance measures should be brought to the table to discuss the aspects of the TA plan to ensure that all needs are being met.

Sec 116 (d)(4) Contents of Eligible Training Providers Performance Reports – ETPL procedure – Initial application and subsequent review: Recommend that local WIBs once again be responsible for initial application and ensuring providers are registered with BPPE and have submitted performance data. Suggest that subsequent eligibility be determined using base-wage data. This is already in place for customers of the WIOA system, and would need to be developed for other partners. It is critical that the Community College system be able to

report consistent data, which aligns with data from core programs. Community Colleges should be given a waiver to use their current data for the first two years, as they develop the methods and collection needed to bring their data in line with the rest of the ETPL system.

Sec 116 (h) Establishing Pay-For-Performance Contract Strategy Incentives - Using non-Federal funds, the Governor may establish incentives for local boards to implement pay-for-performance contract strategies for the delivery of training services described in section 134(c)(3) or activities described in section 129(c)(2) in the local areas served by the local boards.

CWA recommends that the State CWIB provide guidance and technical assistance to local areas in implementing pay-for-performance contracts. CWA will conduct research throughout California and across the Country to obtain effective practices for this provision. The guidance should be developed by the end of the first program year (June 30, 2016). In order for pay for performance contracts to be properly incentivized, regulations regarding program income may need to be revised.

Subtitle B – Workforce Investment Activities and Providers

Sec 121 (d)(1) Local Designation and Certification.— The local board, with the agreement of the chief elected official, is authorized to designate or certify one-stop operators and to terminate for cause the eligibility of such operators. (2) ELIGIBILITY.—To be eligible to receive funds made available under this subtitle to operate a one-stop center referred to in subsection (e), an entity (which may be a consortium of entities)—

(A) shall be designated or certified as a one-stop operator through a competitive process; and
(B) shall be an entity (public, private, or nonprofit), or consortium of entities (including a consortium of entities that, at a minimum, includes 3 or more of the one-stop partners described in subsection (b)(1)), of demonstrated effectiveness, located in the local area.

Furthermore: Sec 107(g)(2) states “A local board may provide career services described in section 134(c)(2) through a one-stop delivery system or be designated or certified as a one-stop operator only with the agreement of the chief elected official in the local area and the Governor.

CWA recommends that the State allow for one-stop operators and career service providers to be staffed by workforce boards and/or agencies designated by the chief local elected official’s organizations. Clear delineation must be articulated in the local plan. Local boards must document that this structure is cost effective and efficient and will deliver the highest outcomes for the local area. Written approval is needed from the Governor to allow this provision to take place this approval should take place through the local planning process. By allowing this to occur, California will ensure that WIOA is implemented on time (July 1, 2015.) If every local board in California is required to competitively procure the operators, our State will spend the better part of two years working on restructuring our currently effective one-stop system. California will also face significant labor issues as SEIU and AFSCME will be adversely affected.

Additionally, our State-wide public workforce system stands to lose millions of non WIOA and non-Federal monies if we mandate contracting to third-party operators. Many chief local elected officials (CLEOs) support their local one-stop systems with leveraged dollars from their local governments. We risk losing this leveraged investment. Finally, CWA believes that by allowing systems that meet the needs of the local areas to flourish we will maintain much of the key leadership and capacity of our local system that will continue our momentum towards significant changes in our system called for in WIOA and in State planning and policy efforts. This decision needs to be decided quickly and communicated to the system. Very little implementation efforts will start without this decision being made. One-stop RFP processes will be arduous and political work will need to start immediately if competitive procurement is required across the board. CWA suggest that this decision be made immediately.

Sec 121 (g) Certification and Continuous Improvement of One-Stop Centers - WIOA states that In order to be eligible to receive infrastructure funding described in subsection (h), the State board, in consultation with chief elected officials and local boards, shall establish objective criteria and procedures for use by local boards in assessing at least once every 3 years the effectiveness, physical and programmatic accessibility in accordance with section 188, if applicable, and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), and continuous improvement of one-stop centers and the one-stop delivery system, consistent with the requirements of section 101(d)(6).

CWA recommends that a workgroup be convened to determine the process for assessing and assuring continuous improvement processes for local boards to use that is objective. We recommend that the high-performing board and one-stop continuous improvement process be completed biannually. Additionally, consideration should be given to make the continuous improvement assessment part of the high-performing board work. CWA will work with the CWIB in convening this workgroup and informing the work with the research already underway at the Association. The initial process should be completed by December 2015.

Sec 121(h) One-Stop Infrastructure Funding – CWA recommends pursuant to WIOA that the CWIB and Labor Agency negotiate one-stop infrastructure funding with one-stop partners that have State-level administering agencies. This would allow for an equitable and efficient process to unfold. A methodology could be developed to determine a formula (based on Sec 121(h)(3)(B) that would allow for a Statewide contribution amount to be determined. This amount could then be given to the CWIB to distribute on a formula basis to local boards. Care should be taken in the development process that local boards are not adversely affected by the new infrastructure formula. The infrastructure allocations will be MINIMUM contributions for local boards to their one-stop systems, ensuring that no one area's reduction in TANF or other funding is greater than what their WIA infrastructure supplement would be. Additional support and contributions will be encouraged and negotiated locally through MOUs. This process should be completed by July 1, 2016 pursuant to WIOA.

Chapter 2 Youth Workforce Investment Activities

Sec 129(a)(4)(A) Out-of-School Priority – WIOA states, “75% of funds for statewide and local activities must be spent on out-of-school youth.” CWA recommends that the CWIB develop technical assistance guidance on transitioning program emphasis to meet the 75% goal. This guidance should include a timeline for transition, options and guidance for exiting current in-school youth, and outreach strategies to engage and enroll out-of-school youth. The association recommends that the first full program year of WIOA (2015-16) be a transition year and that local workforce boards are required to meet the threshold during the SECOND program year (2016-17).

Chapter 3 Adult and Dislocated Worker Workforce Investment Activities

Sec 128 and Sec 133 Youth, Adult and DW Within State Allocations – CWA recommends that the Governor and CWIB develop and communicate to all local workforce areas the distribution formula for all allocations of funding by April 1, 2015. WIOA, like WIA, gives the State’s some flexibility for allocating funds locally (Youth and Adult -70% via formula prescribed in legislation and 30% on additional factors)(DW factors described at Sec 133(b)(2)(B)(i)) the State’s direction in this area needs to be articulated as soon as possible for local planning and transition activity to take place.

Sec 133(b)(4) Transfer Authority – the legislation states “local boards may transfer, if approved by Governor, up to 100% of funds between adult and dislocated worker funds.” CWA recommends that the process for requesting and approving transfer of funds be developed and implemented by the first full program year of WIOA (July 1, 2015).

Sec 134 (c)(2)(A)(x) Career Services: UI Claim Assistance – WIOA outlines career services that must be provided by local workforce boards through the one-stop system. These services include the “provision of information and assistance regarding filing claims for unemployment compensation.” CWA recommends that EDD and the CWIB develop and provide guidance to local workforce areas and Wagner-Peyser programs as to options that can be deployed to meet this criteria and provide this service by the end of the first full program year of WIOA (June 30, 2016). It is critical for local workforce boards to understand the W-P staff capacity to delivery these services in the context of our larger operations.

Sec 134 (c)(3)(E) Priority of Service – WIOA states “with respect to local adult employment and training activities, priority should be given to recipients of public assistance, other low income individuals, and individuals who are basic skills deficient for receipt of career and training services. The local board and Governor shall direct the one-stop operators with regard to making this determination.”

CWA recommends that the CWIB work with local boards to determine a priority of service provision that will allow for the best use of staff resources and the development of an equitable process as the one-stop system looks to enroll more job seekers by being open to the universal

population. It is critical to understand that this priority of service policy is NOT to be confused with WIOA being the primary source of revenue to service these target groups. CWA further recommends that the CWIB clarify the role of our mandated partners' funding (specifically TANF) in supporting a client from a target population's transition to employment preparedness. This priority of service provision should be developed during the first program year and be implemented by June 30, 2015.

Sec 134 (c)(3)(H) Reimbursement for OJT – The legislation states that OJT wages can be reimbursed up to 75% of the wage, if the Governor and local boards approve the increase taking into account the following factors:

- (I) The characteristics of participants
- (II) Size of the employers
- (III) Quality of the employer-providing training
- (IV) Other factors such as – the number of participating employees, etc.

CWA recommends that the CWIB work with local boards to accept the 75% wage reimbursement rate for the entire State. Furthermore, this OJT policy should be developed and implemented by the end of the first full program year under WIOA (June 30, 2016).

Sec 134 (d)(4) Incumbent Worker Training Program – WIOA states “The local board may reserve and use not more than 20 percent of the funds allocated to the local area involved under section 133(b) to pay for the Federal share of the cost of providing training through a training program for incumbent workers.”

CWA recommends that the CWIB and Governor establish alternative performance provisions for IWT training. The Association believes that job retention and/or wage gain are the only measures that are critical for measuring the success of IWT training. Holding local boards accountable for placement, median income, attainment of recognized credential and in-program skills gain would make this critical training service difficult to implement throughout California. If California needs to seek a waiver from ETA to accomplish this, CWA will support the CWIB in obtaining the necessary information to request waiver. This policy should be developed and implemented by the end of the first full program year under WIOA (June 30, 2016)

Sec 503 (g)(1) and (2) Transition Provisions and Expenditure of Funds During Transition – WIOA states that, “Subject to paragraph (2), States, grant recipients, administrative entities under the Workforce Investment Act of 1998 may expend funds received under such Act in order to plan and implement programs and activities authorized under this Act. (2) ADDITIONAL REQUIREMENTS.—Not more than 2 percent of any allotment to any State from amounts appropriated under the Workforce Investment Act of 1998 for fiscal year 2014 may be made available to carry out activities authorized under paragraph (1) and not less than 50 percent of any amount used to carry out activities authorized under paragraph (1) shall be made available to local entities for the purposes of the activities described in such paragraph.”

CWA recommends that the Governor and CWIB immediately (January 1, 2015) appropriate funds for transition to WIOA out of current State discretionary funds. Additionally, the CWIB should provide guidance as to the use of the dollars targeted to transitioning programs and activities. Funds should be allocated based on percentage of statewide funds each local workforce board receives on formula basis.

INVESTING IN CALIFORNIA'S WORKFORCE

As the state's economic recovery continues, many Californians are entering and returning to the workforce seeking jobs that require more education and training. However, the state does not have a coordinated approach that links efforts of various entities—traditional K-12 schools, adult schools, community colleges, universities, local workforce investment boards, libraries, social services agencies, public safety agencies, and employers—and the resources available do not effectively develop skills needed in the workforce. Increasing the resources available and better targeting where they are used will improve the skills of California's workforce and better meet the demands of the growing economy. Making this investment strategically will also help reduce the number of Californians living in poverty.

For the last several years, the Census Bureau has reported that about 16 percent of California residents are living in poverty—slightly above the national average of 14.9 percent. The Census Bureau's supplemental measurement of poverty, which considers broader measures of income and the cost of living, reflects a poverty rate of 23.4 percent (a three-year average). Additionally, while the state's economic condition has improved since the Great Recession, the increase in wages and salaries has been uneven, with much of the gain being made by the state's wealthiest residents.

Investing in assistance programs alone will only marginally improve the situation for those living in poverty. Investments that improve a range of educational outcomes (such as basic literacy, graduation from high school, certificate programs, and college degrees) and provide tangible skills desired by employers generally increase an individual's

earning potential. This type of investment can provide a permanent path out of poverty and to greater personal advancement.

The Budget outlines a comprehensive framework to strengthen the workforce by providing credentials valued by employers and encouraging careers that have opportunities for advancement and self-sufficiency. These proposals represent a significant step in reinvesting and reshaping California's workforce preparation systems to accomplish the following:

- Provide high-quality, job-related instruction and connect students with quality career exploration and guidance.
- Produce a workforce and education framework that is highly responsive to labor market demands and focuses on current or emerging high-wage, high-skill, or high-demand jobs.
- Provide increased and more meaningful employer engagement in the workforce development system, including partnering in earn-and-learn programs, on-the-job training, and subsidized employment opportunities.
- Align various programs through coordinated regional planning efforts that can more easily incorporate business-sector input and industry-valued certificates and degrees.
- Improve alignment of workforce programs with post-secondary education, particularly the community colleges, and the continuing development of career pathways programs.
- Emphasize non-traditional apprenticeship programs in high-growth industries in emerging and transitioning occupations.
- Target education and employment services to special populations including veterans, the disabled, CalWORKs recipients, formerly incarcerated individuals, and other disadvantaged groups most in need of assistance.

Congress' recent reauthorization of the Workforce Innovation and Opportunity Act promotes principles that strongly align with this approach, as well as the key workforce initiatives of the Labor and Workforce Development Agency and the Community College Board of Governors Task Force on Workforce, Job Creation, and a Strong Economy.

While many programs are targeted toward workforce development, their goals, objectives, and approaches have differed and are not well coordinated. Recent

efforts have focused on bringing these divergent activities together through common performance measures and coordinated planning activities on a regional scale. The Labor and Workforce Development Agency and various workforce entities will continue development of the Unified State Workforce Investment Plan over the next year as required by the Workforce Act. The plan will:

- Incorporate input from workforce investment boards, schools, community colleges, rehabilitation programs, CalWORKs welfare-to-work services, and community correctional programs.
- Emphasize regional planning that reflects the needs of employers.
- Adopt common performance measures that are aligned with other workforce development programs, adult education and literacy programs, and job services.
- Create pathways to post-secondary education and careers.

The Budget builds on investments made in recent years across program areas and provides over \$1.2 billion to support these coordinated programs:

- **Adult Education Block Grant**—The Budget provides \$500 million Proposition 98 General Fund for a block grant to support programs in elementary and secondary basic skills, classes and courses in citizenship and English as a second language for immigrants, education programs for adults with disabilities, short-term career technical education programs linked to occupations with high employment potential, and programs for apprentices. The program will build upon the existing adult education infrastructure, but will ensure ongoing collaboration among different providers and with workforce development and social service functions that adult education is intended to serve. Additional information on the proposed block grant can be found in the K thru 12 Education Chapter.
- **Career Technical Education (CTE)**—The Budget provides \$250 million Proposition 98 General Fund for incentive grants to school districts, county offices of education, and charter schools. To qualify for funding, each awardee must provide one-to-one matching funds and demonstrate a long-term commitment to support CTE by presenting a plan to continue the program after grant funds expire with Local Control Funding Formula allocations or other local funding resources. Priority will be given to districts who apply in partnership with other districts or providers to offer regional programs. Additional information on this proposal can be found in the K thru 12 Education Chapter.

- **Workforce Investment Act**—The 2014 Budget Act included \$390.8 million federal funds of which \$356.3 million is allocated to 49 local workforce investment boards to target job and workforce services to youth, adults, and dislocated workers; and \$34.5 million for program oversight and discretionary programs. The discretionary funding is allocated to address regional workforce needs and employment barriers for special populations. Discretionary funding in 2015-16 is expected to increase and will be detailed in the May Revision after federal guidelines for the new Workforce Act are released in early 2015. Two regionally targeted programs include:
 - **SlingShot Regional Grants**—Provides \$5.2 million in 2014-15 to address regional barriers to employment through innovative workforce development, training, employer engagement, and career education approaches.
 - **Regional Workforce Accelerator Program Grants**—Provides \$3.2 million in 2014-15 to partnerships for job training, support services, and job placement assistance for the long-term unemployed, veterans, low-income individuals seeking jobs (including CalWORKs recipients), disconnected youth, formerly incarcerated individuals, and others with barriers to employment.
- **Apprenticeship Program Funding**—The Budget includes an increase of \$14 million for existing apprenticeship programs to support both an increase in the number of hours allocated and the rate at which schools and colleges are reimbursed. In addition, the Budget provides \$15 million for new and innovative apprenticeship programs in emerging industries.
- **Enhanced Non-Credit Rate Change**—The Budget provides \$49 million to reflect an increase adopted with the 2014 Budget in the funding rate for career development and college preparation non-credit courses to equal the rate provided for credit courses. Career development and college preparation non-credit courses offer flexibility for community colleges to design and deliver courses better suited for students pursuing career technical education.

These investments serve as the first step toward a broader strategy of aligning 49 workforce investment boards, 72 community college districts, more than 1,000 other local education agencies, and the employment programs of 58 county human services agencies. They will also provide a framework for workforce development in California that coordinates local, state, and federal resources within 15 economic development regions defined by regional and industry workforce needs.

**DRAFT DIRECTIVE TRANSMITTAL
WORKFORCE SERVICES**

Number: wsdd-111

Date: January 16, 2015

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: INITIAL LOCAL AREA DESIGNATION AND LOCAL BOARD
CERTIFICATION UNDER WIOA

IMMEDIATE ACTION

Bring this draft to the attention of the appropriate staff.

SUBJECT MATTER HIGHLIGHTS:

This directive communicates policy and procedures regarding the initial designation of local areas and the initial certification of local boards under the Workforce Innovation and Opportunity Act of 2014 (WIOA).

Note: To ensure consistency with Department Of Labor guidance, this directive will not be finalized prior to publication of the Department of Labor WIOA regulations.

COMMENTS ARE DUE BY: 10 15 30 working days
 30 calendar days

Comments can be submitted through one of the following ways:

Fax	WSD, Attention: Melissa Williams at 916-654-9753
E-Mail	MelissaM.Williams@edd.ca.gov (Include "draft comments" in the subject line)
Mail	WSD / P.O. Box 826880 / MIC 50 / Sacramento, CA 94280-0001

All comments received by the end of the comment period will be considered before the final directive is issued. The Workforce Services Branch does not respond individually to each comment received. However, a summary of comments will be released with the final directive. **Comments received after the specified due date will not be considered.**

If you have any questions, contact Melissa Williams at 916-654-0205.

DRAFT DIRECTIVE

WORKFORCE SERVICES

Number:

Date:

69:01:df:71276

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: INITIAL LOCAL AREA DESIGNATION AND LOCAL BOARD
CERTIFICATION UNDER WIOA

EXECUTIVE SUMMARY:

Purpose:

This directive communicates policy and procedures regarding the initial designation of Local Workforce Development Areas (local areas) and the initial certification of Local Workforce Development Boards (local boards) under the Workforce Innovation and Opportunity Act of 2014 (WIOA).

Scope:

This directive applies to all current local areas interested in receiving designation and local board certification under the new WIOA. If a current local area will not be applying for designation, the Chief Elected Official (CEO) must notify the State immediately in order to ensure that workforce development services continue to be provided to the area's residents through alternate means determined by the State.

Effective Date:

This directive is effective on the date of its issuance.

REFERENCES:

- WIOA (Public Law 113-128) Sections 106 and 107
- Title 2 Code of Federal Regulations (CFR) Chapter I, Chapter II, Part 200, et al., Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule (Uniform Guidance)
- Title 29 CFR Part 95: Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
- Title 29 CFR Part 97: Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

- Title 20 CFR Part 652 et. al: Workforce Investment Act; Final Rules
- WIA Section 116
- California Unemployment Insurance Code Section 14202(c)
- WIA Directive WIAD06-10, Subject: Local Area Nonperformance Policy (November 14, 2006)
- WIA Directive WIAD02-6, Subject: Subsequent Designation of Temporary and State Board Recommended Local Areas (September 18, 2002)

STATE-IMPOSED REQUIREMENTS:

This directive contains some State-imposed requirements. These requirements are indicated by ***bold, italic*** type.

FILING INSTRUCTIONS:

Retain this directive until further notice.

BACKGROUND:

The WIOA Sections 106 and 107 provide the criteria for the initial designation of local areas and initial certification of local boards. Specifically, the WIOA Section 106 requires the Governor to designate local areas within the State, while Section 107 requires the Governor to certify one local board for each local area in the State. The California Workforce Investment Board (State Board) and the Employment Development Department (EDD), acting under the authority of the Governor, have established policies and procedures within this directive for the initial designation of local areas and the initial certification of local boards. These policies are intended to provide maximum flexibility to local areas during the first year of WIOA implementation so they may have sufficient time to prepare for and fully comply with the new WIOA requirements for “subsequent” local area designation and local board recertification.

POLICY AND PROCEDURES:

Initial Local Area Designation

As stated in WIOA Section 106, the Governor shall approve a request made for initial designation by any local area if, during Program Years (PYs) 2012-13 and 2013-14, the local area:

- (1) was designated as a local area under WIA;
- (2) performed successfully; and
- (3) sustained fiscal integrity.

Initial designation is effective July 1, 2015, through June 30, 2016. Local areas must apply for initial designation using the process included in this directive. Local areas that would like to modify their current geographical boundaries are eligible to apply under their new structure.

Subsequent designation will be effective July 1, 2016. Therefore, during the initial designation period, local areas should be planning and preparing to meet the WIOA requirements for subsequent designation [i.e., perform successfully, sustain fiscal integrity, and in the case of a local area in a planning region, meet the regional planning requirements in WIOA Section 106(c)(1)]. Additionally, local areas should be preparing to meet the new Office of Management and Budget (OMB) Omni-Circular regulations which apply to new awards and additional funding (funding increments) to existing awards made after December 26, 2014, (i.e., the youth allocations beginning April 1, 2015, and all subsequent allocations).

Definitions

Performed Successfully - a local area has achieved at least 80 percent of their local performance goal on each performance measure for PYs 2012-13 and 2013-14. [WIOA Section 106(e)(1) and WIA Directive [WIA06-10](#)]

Sustained fiscal integrity - the local area has not been found in violation of one or more of the following during PYs 2012-13 or 2013-14:

- (1) final determination finding(s) from audits, evaluations, or other reviews conducted by State or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIA requirement, such as failure to grant priority of service or verify participant eligibility; or
- (2) gross negligence - defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both ; or
- (3) failure to observe accepted standards of administration. Local areas must adhere to the uniform administrative requirements set forth in Title 2 CFR Part 200, and Title 29 CFR Parts 95 and 97. **Local areas must have fully met their federally mandated responsibilities for the two previous program years including timely reporting of WIA participant and expenditure data, timely completion and submission of the required annual single audit, and have not been placed on cash hold for longer than 30 days.** [in alignment with WIOA Section 106(e)(2)]

Existing Local Area - A local area that was designated as a local area under WIA.

Modified Local Area - A local area that is considering local area modification as part of its initial designation application. Examples include: two areas proposing to merge into a new combined single local area, various local areas that will be combined in a new, single local area, or a local area that will be expanded to include part or parts of another current local area.

Initial Local Area Designation Application Process

In order to request initial designation, the local Chief Elected Official (CEO) must follow the applicable process noted below:

- Existing Local Areas
Complete the [Existing Local Area - Application for Initial Local Area Designation and Initial Local Board Certification Program Year 2015-16](#) (Attachment 1).
- Modified Local Areas
For local areas that are requesting local area modification as part of their initial designation, complete the [Modified Local Area - Application for Initial Local Area Designation and Initial Local Board Certification Program Year 2015-16](#) (Attachment 2).

The local CEO must submit the completed application to the State Board no later than 5:00 p.m., March 31, 2015, to:

Mail: California Workforce Investment Board
P.O. Box 826880
Sacramento, CA 94280-0001

Courier: California Workforce Investment Board
800 Capitol Mall, Suite 1022
Sacramento CA 95814

Hand Deliver: California Workforce Investment Board
800 Capitol Mall, Suite 1022
Sacramento CA 95814

Note: Some local areas may be unable to obtain local approval by the submission deadline (e.g., due to the scheduling of their respective board meetings). If so, the local area may submit an unsigned copy of the application with an explanation for the absent signature(s) and the date by which the signed original will be sent. The signed application must be submitted to the State Board by June 30, 2015. Failure to meet this deadline will result in the local area not receiving full initial designation status until a signed application is received.

Assessment of the Application

Once a completed application is received, the State Board, in collaboration with the appropriate staff from the EDD, will verify the information provided in the application. The State Board will use the results of this assessment to determine whether to recommend approval or denial of the application.

The local CEO will be notified in writing by May 10, 2015 regarding the approval or denial of its initial designation application. If approved, the initial designation will be

effective July 1, 2015 through July 1, 2016. If denied, the local CEO may contest the decision using the appeal process below.

Appeal Process for Initial Designation

In accordance with Section 106 of WIOA, a unit of local government (or combination of units) which has requested and been denied initial designation as a local area under WIOA may appeal the denial to the State Board.

An entity which has been denied initial designation may appeal the decision and request a hearing. An appeal and request for hearing must be mailed to the State Board within 20 calendar days from the mailing date of the notice of denial of initial designation. The appeal must: (1) be in writing and state the grounds for the appeal, and (2) state the reasons why the appellant should be initially designated. Within five calendar days of the receipt of the appeal, the State Board will contact the appellant to schedule a hearing date. The hearing will be scheduled within five calendar days. The State Board will conduct the appeal hearing process and provide a written decision to the appellant no later than five calendar days after the hearing.

Appeal of State Board Decision

A unit or combination of units of general government whose appeal has not resulted in designation as a local area may also appeal the denial to the Department of Labor. [WIOA Section(b)(5)]

Initial Local Board Certification

The WIOA Section 107 requires the Governor to certify one local board for each local area in the State. In order to provide local areas an opportunity to restructure their local boards in accordance with WIOA requirements, local boards will be initially certified as follows:

- Local Boards within Existing Local Areas:

Complete the [Existing Local Area - Application for Initial Local Area Designation and Initial Local Board Certification Program Year 2015-16](#) (Attachment 1). Note: this application is used for both initial local area designation and initial local board certification.

Upon approval of initial designation of a local area, the existing local board will be automatically initially certified through PY 2015-16.

- Local Boards for Local Areas requesting designation as new, modified, Local Areas:

Complete the [Modified Local Area - Application for Initial Local Area Designation and Initial Local Board Certification Program Year 2015-16](#) (Attachment 2). Note:

this application is used for both initial local area designation and initial local board certification.

The local CEO will be notified in writing by May 10, 2015, regarding the approval or denial of its initial local board certification.

Initial local board certification will be effective July 1, 2015, through June 30, 2016.

Subsequent local board recertification will be effective July 1, 2016. Therefore, during the initial certification period, local boards will be expected to complete all necessary tasks to meet the subsequent local board recertification requirements under WIOA (e.g., meet WIOA local board membership requirements, procure one-stop operators, meet or exceed performance requirements, and sustain fiscal integrity).

ACTION:

Please bring this directive to the attention of the local CEO, local board, and other relevant parties.

INQUIRIES:

If you have questions concerning this directive, contact your assigned [Regional Advisor](#).

JOSÉ LUIS MÁRQUEZ, Chief
Central Office Workforce Services Division

Attachments are available on the Internet:

1. [Existing Local Area - Application for Initial Local Area Designation and Initial Local Board Certification Program Year 2015-16](#)
2. [Modified Local Area - Application for Initial Local Area Designation and Initial Local Board Certification Program Year 2015-16](#)

Existing Local Area

**Application for Initial Local Area Designation
and Initial Local Board Certification
Program Year 2015-16**

Local Workforce Investment Area

Local Area Levels of Performance

Instructions: Enter your local area's negotiated levels of performance and actual levels of performance for PYs 2012-13 and 2013-14.

Performance Table				
Name of Local Area: _____				
Common Measure	Negotiated PY 2012-13	Actual PY 2012-13	Negotiated PY 2013-14	Actual PY 2013-14
Adult				
Entered Employment Rate				
Employment Retention Rate				
Average Earnings				
Dislocated Worker				
Entered Employment Rate				
Employment Retention Rate				
Average Earnings				
Youth (ages 14-21)*				
Placement in Employment or Education	72%			
Attainment of a Degree or Certificate	60%			
Literacy and Numeracy Gains	54%			

*Note: For PY 2012-13, each local area's youth performance goals were the same as the State level goals.

Sustained Fiscal Integrity

The local area hereby certifies that it has not been found in violation of any of the following during either PYs 2012-13 or 2013-14:

- (1) **final determination finding(s)** from audits, evaluations, or other reviews conducted by State or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIA requirement, such as failure to grant priority of service or verify participant eligibility; or
- (2) **gross negligence** - defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both; or
- (3) **failure to observe accepted standards of administration.** Local areas must adhere to the uniform administrative requirements set forth in Title 2 CFR Part 200, and Title 29 CFR Parts 95 and 97. ***Local areas must have fully met their federally mandated responsibilities for the two previous program years including timely reporting of WIA participant and expenditure data, timely completion and submission of the required annual single audit, and have not been placed on cash hold for longer than 30 days.*** [in alignment with WIOA Section 106(e)(2)]

Local Area Assurances

Through PY 2015-16, the local area assures that:

- A. It will comply with the applicable uniform cost principles included in the appropriate circulars or rules of the Office of Management and Budget (OMB). [WIOA Section 184(a)(3)]
- B. All financial reporting will be done in compliance with federal and State regulations, and guidance (i.e., directives and information notices) issued by the Employment Development Department, including Workforce Services Directive, WSD12-3. Failure to comply with financial reporting requirements will be subject to potential cash hold. [29 Code of Federal Regulations (CFR) 97.21(g)]
- C. It will meet the requirements of State Senate Bill 734, to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services, beginning with PY 2015-16 funding.
- D. All close out reports will comply with the policies and procedures listed in the Workforce Services Directive, WSD09-12, and the Closeout Handbook.
- E. It will comply with the audit requirements specified in Title 2 CFR Subtitle A Chapter II Part 200 Subpart F. Failure to comply may result in sanctions imposed by the State.
- F. It will maintain and provide to auditors, at all levels, accounting and program records including supporting source documentation.
- G. No funds received under WIOA will be used to assist, promote, or deter union organizing. [WIOA Section 181(b)(7)]
- H. The local board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- I. The local board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- J. Funds will be spent in accordance with written Department of Labor guidance, and other applicable federal and State laws and regulations.
- K. Its procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions. (in alignment with 2 CFR Part 200.318)
- L. It will comply with future State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or State legislation.

- M. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding. [WIOA Section 134(c)(3)(E) and Training and Employment Guidance Letter 10-09]
- N. Its America's Job Centers of California (AJCCs) will recognize and comply with applicable labor agreements affecting represented employees located in the Centers. This shall include the right to access by State labor organization representatives pursuant to the Ralph Dills Act. [Chapter 10.3 (commencing with Section 3512) of Division 4, of Title 1 of the Government Code]
- O. State employees who are located at the AJCCs shall remain under the supervision of their employing department for the purposes of performance evaluations and other matters concerning civil service rights and responsibilities. State employees performing services at AJCCs shall retain existing civil service and collective bargaining protections on matters relating to employment, including but not limited to: hiring, promotion, discipline, and grievance procedures.
- P. When work-related issues arise at AJCCs between State employees and operators or supervisors of other partners, the operator or other supervisor shall refer such issues to the State employee's civil service supervisor. The AJCC operators and partners shall cooperate in the investigation of the following matters: discrimination under the California Fair Employment and Housing Act [Part 2.8 (commencing with Section 12900) of Division 3, of Title 2 of the Government Code], threats and/or violence concerning State employees, and State employee misconduct.
- Q. The local board will select the AJCC Operator(s), with the agreement of the local chief elected official (CEO), through a competitive process such as a Request for Proposal (RFP).
- R. If it is located within a planning region, it will meet the regional planning requirements in WIOA Section 106(c)(1).

Application Signature Page

Instructions: The local CEO and local board chair must sign and date this form. Include the original signatures in the application package.

By signing the application below, the local CEO and local board chair request initial designation of the existing local area and initial certification of the existing local board. They certify that the local area has performed successfully and sustained fiscal integrity during PYs 2012-13 and 2013-14. Additionally, they agree to abide by the local area assurances included in this application.

Local Workforce Investment Board Chair

Local Chief Elected Official

Signature

Signature

Name

Name

Title

Title

Date

Date

Subject: Comments RE: WSDD-111 Initial Designation
From: <blanter@calworkforce.org>
Date: Mon, January 26, 2015 9:36 am
To: MelissaM.Williams@edd.ca.gov

On behalf of the California Workforce Association, its Board of Directors and our members, I am pleased to offer the following comments regarding WSDD-111. The DRAFT Directive for Initial Local Area Designation and Local Board Certification under WIOA.

First, we would like to start by commending EDD, the CWIB and State Labor Agency for its expediency in delivering what appears to be a streamlined process for the first step of many critical aspects in implementing the WIOA in California. CWA is committed to continuing to work with the State in all aspects of implementing this new legislation.

To that end, we offer the following comments on the DRAFT Directive.

1) WSDD-111 states on the bottom of page 3 of 7, "*Initial designation is effective July 1, 2015, through June 30, 2016. Local areas must apply for initial designation using the process included in this directive.*" Furthermore, the DRAFT states, "*Subsequent designation will be effective July 1, 2016. Therefore, during the initial designation period, local areas should be planning and preparing to meet the WIOA requirements for subsequent designation [i.e., perform successfully, sustain fiscal integrity, and in the case of a local area in a planning region, meet the regional planning requirements in WIOA Section 106(c)(1)]*"

We believe these dates may reflect an error and are not consistent with what is written in the Federal Law. WIOA Sec 106(b)(2) States "*INITIAL DESIGNATION.—During the first 2 full program years following the date of enactment of this Act, the Governor shall approve a request for initial designation as a local area from any area that was designated as a local area for purposes of the Workforce Investment Act of 1998 for the 2-year period preceding the date of enactment of this Act, performed successfully, and sustained fiscal integrity.*"

The WIOA clearly states - first two full program years. We believe this would mean that local workforce development areas would be initially designated through June 30, 2017. This is clearly the intent of the legislation as it further goes on to state that during those two program years, workforce development areas would need to work to implement the tenants of the law regarding "successfully working within a planning region." Therefore, we believe subsequent designation will be effective July 1, 2017.

2) WSDD-111 defines Performed Successfully on page 4 of 7 as "*a local area has achieved at least 80 percent of their local performance goal on each performance measure for PYs 2012-13 and 2013-14.*" CWA would like the language to more accurately reflect the current non-performance policy language found in WIAD06-10.

The language under WIAD06-10 states, "*The LWIAs are expected to achieve at least 80 percent of their local performance goal on each performance measure. The LWIAs performing below 80 percent on one or more of the measures will be offered necessary technical assistance the first year.*" The Directive goes on to say, "*If a LWIA is not performing at a minimum of 80 percent on one or more of the measures, WSD staff will work with LWIA staff to identify the LWIA's needs relative to improving performance. The LWIAs not meeting the minimum standard on one or more of the required measures must complete and submit the attached Corrective Action and Technical Assistance Plan.*"

The current State policy clearly reflects the desire of the State to support local workforce areas with opportunities and technical assistance to develop corrective actions and improve performance. Several local areas throughout the State either already have corrective actions under way or are in the process of developing these plans from achieving less than 80% of stated performance goals for PY 2012-13 and PY 2013-14. We do not believe it is the State's intent, under this DRAFT Directive to NOT designate local areas currently working on improving performance, but the DRAFT, in its current form does not allow for board's to provide an explanation of their current improvement processes underway.

We recommend that the WSDD-111 be re-written to add language that allows local workforce areas to provide an attachment to their application that allows them to explain their current performance status and any corrective actions underway in partnership with State. Additionally, we would expect that this supplemental information would be taken into account when determining initial designation.

3) On page 4 of 7, WSDD-111 defines "Sustained Fiscal Integrity." CWA request that language be added to further define the State's intent. Specifically, we suggest the following language be added under - Sustained Fiscal Integrity number (1), *"final determination of significant finding(s)." The word "significant" is key here as it helps to avoid any confusion from open findings that may be more minor in nature.*

4) Under Local Area Assurances in the Existing Local Area Application for Initial Local Area Designation, page 5 of 7. The Association believes that the combination of letters (A,B, and J) are overarching and cover most of what is listed in the assurances section. The other letters are often duplicative and unnecessary. These three statements will assure much of what is needed as they require local areas to adhere to language in Federal legislation and policy, as well as State laws and regulations.

5) Under Local Area Assurances in the Existing Local Area Application for Initial Local Area Designation, page 5 of 7. Letter C states, *"It will meet the requirements of State Senate Bill 734, to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services, beginning with PY 2015-16 funding."* The Association is not sure of the intent of the State in including this as a separate assurance. We believe that letter "J" covers this by stating *"Funds will be spent in accordance with State laws and regulations."* If the State feels it is necessary to call out particular attention to State legislation then we suggest that language of other State legislation should be included such as AB554, SB698 are added as well.

6) Under Local Area Assurances in the Existing Local Area Application for Initial Local Area Designation, page 5 of 7. Letter K states, *"Its procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions. (in alignment with 2 CFR Part 200.318)." The Association believes that this is covered under letter "A."* By following the Uniform Cost Principles outlined in the OMB Circular, local boards will ensure their procurement procedures avoid acquisition of unnecessary or duplicative items. Furthermore, CWA is not clear what the assurance is hear. What is the State's definition of "unnecessary software and subscriptions" and how is a local board to make this determination. Is the intent that the State is trying to inhibit the purchase of tools that meet local communities' need. We do not believe this to be true. Suggest further clarifying language be added.

7) The Association is confused by the language added in letters, "N, O, and P." We do understand that this language is important, particularly regarding State workers and labor agreements. However, we do believe it is totally unconnected to local workforce area designation. CWA suggest that this language be included in local sub-grant agreements not the Directive for Initial Designation. Additionally, we have heard from many of our members who state that the assurances represented by the language included in these letters will be very difficult for local county counsel or city attorneys to understand and will raise many questions that will likely delay the process.

8) Under Local Area Assurances in the Existing Local Area Application for Initial Local Area Designation, page 5 of 7. Letter "Q" states, *"The local board will select the AJCC Operator(s), with the agreement of the local chief elected official (CEO), through a competitive process such as a Request for Proposal (RFP)."* Once again, we do believe this language is duplicative to language already included in letter "J". Local workforce boards will have to follow the law and this language is already included there. However, if the State is requiring this language to be called out we suggest that language be included to allow the right for local boards to apply Sec 107(g)(2) of WIOA as well. This section states, *"CAREER SERVICES; DESIGNATION OR CERTIFICATION AS ONE-STOP OPERATORS.—A local board may provide career services described in section 134(c)(2) through a one-stop delivery system or be designated or certified as a one-stop operator only with the agreement of the chief elected official in the local area and the Governor."* It is our understanding through conversations with the State, that it is the intent to allow for local workforce areas to seek this under a waiver that will be offered. It will be impossible for local workforce boards to assure that letter "Q" is met if they are planning to seek the waiver that will be afforded under language 107(g)(2) of the Federal law. CWA Suggest that if that language be added to reflect this option for local boards. So that it reads that they EITHER assure that the AJCC Operators will be selected through a competitive process OR they will seek the waiver that allows a local board to provide these services.

CWA would like to again, thank EDD for the opportunity to provide comments on this important DRAFT Directive and is happy to answer any questions you may have regarding the comments above. If you have any questions or comments, feel free to contact Bob Lanter via email at blanter@calworkforce.org or by calling (916)325-1610.

Respectfully Submitted,

Bob Lanter

California Workforce Association

www.calworkforce.org

916-325-1610

December 16, 2014

Tim Rainey
Executive Director
California Workforce Investment Board
777 12th St #200
Sacramento, CA 95814

Dear Tim,

The long awaited passage of the Workforce Innovation and Opportunity Act (WIOA) presents the nation's workforce development system with tremendous opportunities. As you know, the extraordinary changes presented in WIOA will require many states to re-engineer their workforce development systems almost entirely. WIOA changes the playing field for many with regards to business engagement, regional planning, career pathways, partnering with adult education and apprenticeships and, in addition, it places great emphasis on continuous improvement and performance.

California's workforce development system is robust. We have been working on these items locally for a number of years. Recently, thanks in large part to the leadership of the state board; many of these local initiatives (that are also key principles of WIOA) are being recognized and enhanced by state level investments. For example, California recognized the importance of working with business by incorporating regional economic and workforce development networks into its planning process. Additionally, California has invested unprecedented funding for career pathways systems via the Career Pathways Trust and enhanced regional planning efforts via SlingShot. Across the state Adult Education, the Community College and Workforce Development systems are collaborating. This collaboration and alignment of systems is assisted by funding provided through AB86. Furthermore Apprenticeship programs and Workforce Boards are developing systems that define our partnerships. In Northern California for example, the NorCal Workforce Partnership (5 Local Boards representing 20 counties) entered into an MOU to enhance coordination with the Sacramento Valley Joint Apprenticeship Coordinators and the Department of Industrial Relations.

Momentum is in our favor and local systems are well positioned to assist the state in meeting its obligation to smoothly transition to WIOA. However, in order to implement these changes we need your help to do so. Golden Sierra has two requests. First, though a process has not yet been defined to designate local areas Golden Sierra meets the requirements as outlined in WIOA Section 106 (b)(2) and requests initial designation as a Local Workforce Development Area at the earliest date possible. Second, Golden Sierra Job Training Agency, with the agreement of its Chief Local Elected Officials seeks approval to provide Career Services under WIOA Section 107(g)(2) and be designated or certified as the local One-Stop Operator.



Golden Sierra

1919 Grass Valley Hwy, Ste. 100
Auburn, CA 95603

(530) 823-4635
goldensierra.com

Since 2006, the Golden Sierra WIB has strategically invested more than \$12.5 million to train nearly 1,700 job seekers, while achieving an 88% entered-employment rate and an average annual salary of more than \$60,000. In addition, we provided more than \$3.2 million in layoff aversion and business services during that time. Every \$1.00 of Workforce Investment Act money invested in our region returns nearly \$2.00 in community benefit.

Our successes are, in large part, attributable to our valued partners. Not the least of which is the Workforce and Veterans services staff from the Employment Development Department. WIOA requires collocation of services and we are indeed collocated. Additionally, competitive procurement of the operator would cause an unnecessary disruption of services to the community and delay implementation for an undefined period.

The Golden Sierra Workforce Investment Board and Governing Body believe that these two designations represent the most cost effective opportunity and present the highest outcomes for our job seekers and business through the transition. Thank you for your consideration.

Sincerely,

Jason Buckingham

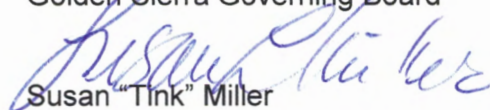


Executive Director
Golden Sierra Job Training Agency

Katherine Rakow



Chair
Golden Sierra Governing Board



Susan "Tink" Miller

Chair
Golden Sierra WIB

Project SlingShot: Entrepreneurship and Small Business Innovation Ecosystem Project

What is the issue we want to solve?

The Capital region's recovery from the recession has been slow, relative to other regions our size. Small business and start-ups serve as major job engines accounting for 60-85% of new employment in the region. However, our region lacks infrastructure for start-up companies – in a 2013 study by Thumbtack and Kaufman Foundation of small business friendliness, Sacramento was one of 4 big cities in the US to receive a failing grade.

Our project will grow jobs and support economic mobility by creating the conditions for entrepreneurs, start-up companies and small businesses to thrive in the Capital region.

We will support a robust regional economy that will foster job growth through creating an ecosystem of services and resources for entrepreneurs, start-ups and small businesses. We will catalyze entrepreneurship, business growth and employment growth in areas that have been identified as cluster opportunity areas for our regional economy. In doing so, we will include outreach to targeted populations, like long term unemployed and youth, so that there is a broad based approach to fostering entrepreneurship and skills development in the region. Our project will be aligned with creating an innovation economy and creating the strategies and assets for a vibrant entrepreneurial ecosystem that drives this economy.

How do we get there?

Since August of 2011, the Capital region has supported innovation and job creation through the shared prosperity plan, Next Economy, which focuses on six key business clusters that demonstrated growth potential. The SlingShot project will focus on areas that offer employment, entrepreneurial, and skills building opportunities. As Next Economy moves into implementation, this project will be a valuable asset to help define and advance the innovation ecosystem and connect entrepreneurship opportunities within the clusters. The project will be regionally inclusive by incorporating Next Economy and other business growth clusters throughout the entire 9-county

Coalition stakeholders

Golden Sierra WIB, North Central Counties Consortium, Sacramento Employment and Training Agency/Sacramento Works, Inc., Yolo County WIB, Beutler Corporation, California Capital, CA Indian Manpower Consortium, CA School Employee Association, Center for Land-Based Learning, City of Davis, City of Woodland, City of Sacramento, Colusa LAFCO, Davis Roots, Hacker Lab, Los Rios Community College District, Next-Ed, Package One, Placer County, SACTO, SARTA, Sacramento Asian Pacific Chamber of Commerce, Sacramento County Office of Education, Sacramento Metro Chamber of Commerce, SHRA, SMUD, Sacramento Veterans Resource Center, Sustainable Ag Tech Innovation Center (UCD), Sutter Health, Sacramento Sierra Region, Valley Vision, Velocity Venture Capital, Women's Business Center, Yuba-Sutter EDC, Yuba County

Geographic Scope

Alpine, Colusa, El Dorado, Glenn, Placer, Sacramento, Sutter, Yolo, Yuba counties

region. The project will foster development of entrepreneurial skills within career pathways and provide robust resource systems to start-ups and small businesses. As a result, this will support the creation of a talent workforce, business growth and job opportunities for youth, long term unemployed, economically disadvantaged and others, in turn contributing to regional income mobility.

Our Goals and Strategies

Our overarching regional, community and economic goals are to:

- Better understand and organize an effective system of resources to identify, train and support start-ups and small businesses, as well as entrepreneurship skills building
- Increase business incubation and mentoring, and foster an entrepreneurial culture
- Catalyze an innovation ecosystem that will in time create more business that will hire employees through the regional employment and training system, and create a talent pool so that new jobs will go to residents, supporting a resilient economy with widespread mobility opportunities.

Our multi-pronged strategies to achieve these goals are to:

- Identify and map entrepreneurial and small business resources and gaps and make these resources accessible and available to various targeted audiences across the region
- Identify best practices and models across the country
- Facilitate a more cohesive and responsive business support network among existing and emerging resources, including linkage with career pathways and career academies
- Create catalytic events to utilize and showcase resources such as region-wide business competitions and Hack-a-Thons
- Expand the capacity, number and types of entrepreneurial academies, business accelerators and incubators to support an increased number of start-ups, including financing models
- Develop and expand mentoring and support groups and approaches, including peer-based activities, incubators, co-working spaces and other creative programs
- Leverage state and federal agencies, foundations and other organizations to both invest in and support entrepreneurs and small businesses throughout the region
- Identify a potential set of ready projects that could scale up for regional impact.

Metrics

We will develop metrics in the following areas to track and report on progress that creates a regional culture of entrepreneurship, better connection of entrepreneurs and start-ups to resources, and an effective innovation ecosystem, and builds a talent pool for growing industries:

- Creation of an inventory of resources, gaps, gaps filled and best practices
- Increase in the number of mentorships and apprenticeships
- Increase in the number/impact of established entrepreneurial academies, business accelerator programs and incubators to support an increased number of start-ups
- Increase in the number of start-ups, small businesses and job growth in regional business clusters that fit and help develop the skills/talents of the workforce.

Day at the Capitol 2015

Please join us in Sacramento on March 4 for this annual event! [possible reschedule to March 18, 2015].

CWA's Day at the Capitol is the best chance we have to meet and greet local legislators, from those in leadership to representatives of our home districts. We invite local Directors and local board members to attend the event.

In order to better plan legislative meetings, the registration deadline is **February 13**. Registration is located [here](#), and is just \$110, which covers the basic costs of the event.

The meeting location for the morning is the CSAC Conference Room, located on K and 11th Street across from the Cathedral.

We will have a webinar shortly before the event for all attendees to cover: messaging, lobbying vs. education, and other major topics to prepare attendees for the event.

Please see the draft agenda below:

9:30 - 10:00 am

Welcome, distribute meeting list and materials Review agenda for the day

10 am – 10:30 am

Political and Legislative Landscape in Sacramento

10:30 – 3:30 pm

Meetings in the Capitol

Noon – 1:30 pm

Lunch on your own whenever your meeting schedule permits

4:00 – 4:30 pm

Debriefing at the Capitol

5:00 – 7:00 pm

Legislative Reception at Mayuhel, 1200 K Street, Sacramento

**Golden Sierra
Governing Body**

MEMORANDUM

DATE: February 4, 2015
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Workforce Investment Board (WIB) membership

Resolution Action Item Information

In accordance with WIB Bylaws Section 3.50, the Executive Committee reviewed attendance concerns and would like to stay any action at this time due to upcoming WIOA restructuring and explanations outlined below.

3.50 REMOVAL FOR CAUSE

Any member may be removed from the WIB for cause if a majority of the WIB recommends such action at a legally constituted meeting, and this action is approved by the Governing Body.

“Cause” shall be defined as a determination by the WIB that the member is unable to effectively represent the categorical seat to which he/she is appointed.

Absence at three (3) consecutive regular meetings shall result in that position being declared vacant by the WIB, and will result in automatic recommendation for removal.

The following two board members that have reached the (3) consecutive meeting threshold:

Kathleen Burris; CVS – representing business

Ms. Burris was in regular contact with staff and unable to attend for personal reasons. Ms. Burris is interested in remaining on the WIB. Since the Executive Committee meeting Ms. Burris attended the January 15, 2015, WIB meeting

William Reed; UDWA – representing organized labor

Staff reached out to Dr. Reed, and he has been unable to attend due to business conflicts. Dr. Reed had originally expressed an interest in remaining on the WIB, however, since the Executive Committee meeting Dr. Reed found it necessary to resign.

**Golden Sierra
Governing Body**

MEMORANDUM

DATE: February 10, 2015
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: SB734 - K-491016 Funding Direct Training Spending Update

Resolution Action Item Information

For your review please find attached the level of spending and allowable leverage for participant direct training within the Adult and Dislocated Worker funding streams for Sub Grant No. K - 491016.

Both the graphed and numeric presentations provide information for the consortium as a whole and each member county's level of expenditures as of November 30, 2014.

Golden Sierra Job Training Agency
WIA Allocation Award K491016
Award Period - July 1,2013 - June 30,2015

Adult and Dislocated Worker Formula Fund Allocations	\$ 2,790,295
Training Requirement = 25% of Allocation with an Allowable 10% for Leverage	\$ 697,573

Budgeted - Expenditure/Leverage Performance Plan

	<u>Percent Share of Target</u>	<u>20% Budget</u>	<u>Percent Share of Target</u>	<u>5% Leverage</u>	<u>25% Total</u>
Placer County	63%	\$ 351,577	63%	\$ 87,895	\$ 439,473
El Dorado County	36%	\$ 200,901	36%	\$ 50,226	\$ 251,127
Alpine County	1%	\$ 5,581	1%	\$ 1,393	\$ 6,974
		\$ 558,059		\$ 139,514	\$ 697,574

Completed Transactions - November 30, 2014

	<u>Target Obtained</u>	<u>Actual Expenditures</u>	<u>Target Obtained</u>	<u>Supported Leverage</u>	<u>Actual Expenditures & Leverage Total</u>
Placer County	88%	\$ 309,601	257%	\$ 226,092 *	\$ 535,696
El Dorado County	37%	\$ 74,184	38%	\$ 19,295	\$ 93,479
Alpine County	6%	\$ 344	0%	\$ -	\$ 344
		\$ 384,129		\$ 245,387	\$ 629,519

Expenditure/Leverage Performance Based on Budgeted Plan as of November 30, 2014

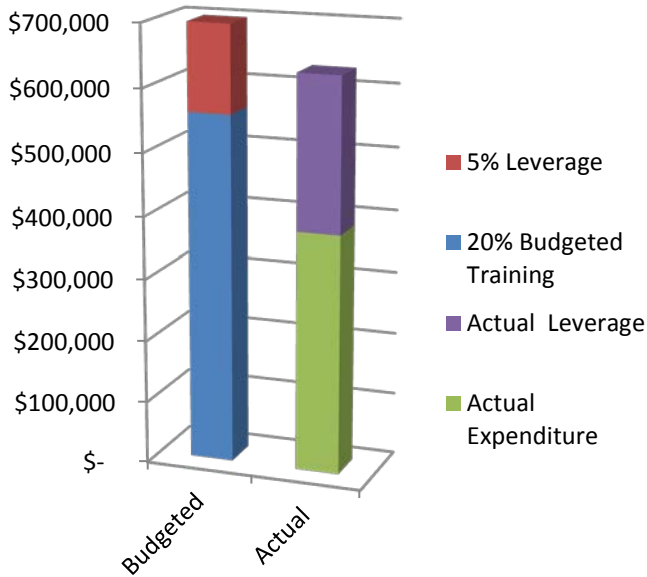
	<u>Actual Expenditures Over/(Under)</u>	<u>Contract Supported Leverage Over/(Under)</u>
Placer County	\$ (41,976)	\$ 138,197
El Dorado County	\$ (126,717)	\$ (30,931)
Alpine County	\$ (5,237)	\$ (1,393)
	\$ (173,930)	\$ 105,873

* \$56,755 of Rapid Response used as Additional Assistance for Training.

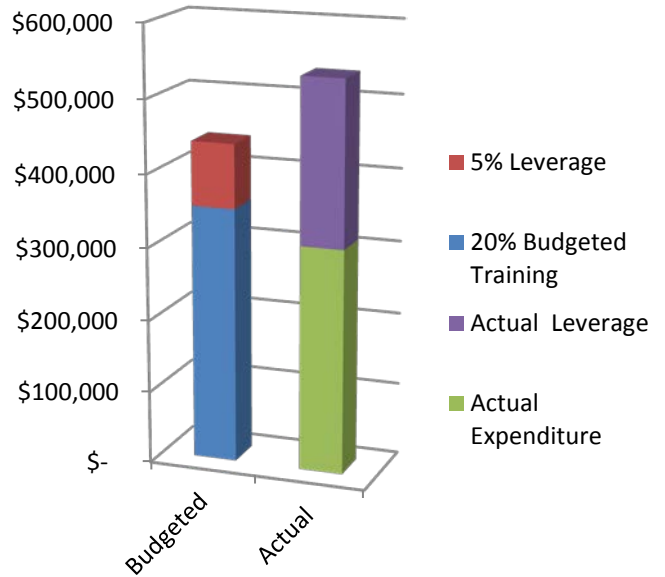
Recap of Consortium Performance as of November 30, 2014

Formula Fund Training WIA Expenditures Target	\$ 558,059	100%
Training Expenditures Completed	\$ 384,129	69%
Remaining WIA Expenditures	\$ 173,930	31%

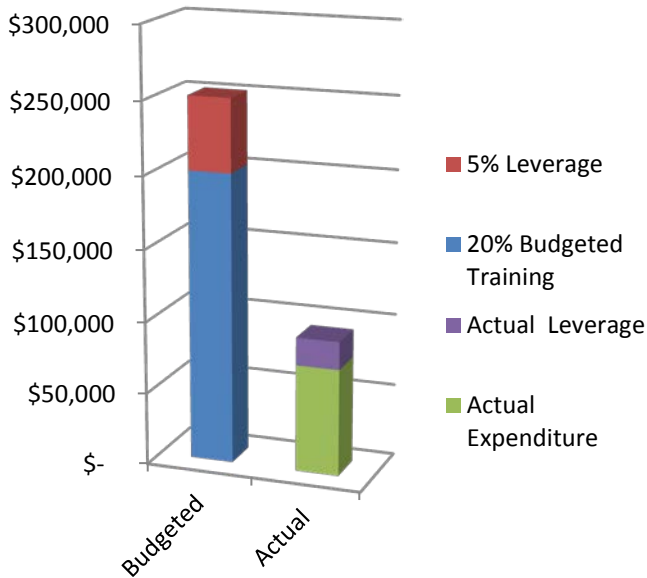
Golden Sierra Consortium
K491016 as of November 30, 2014



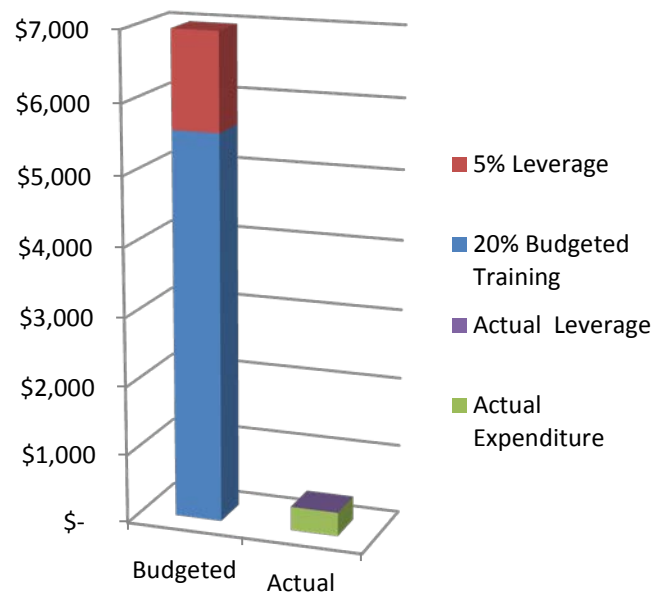
Placer County
K491016 as of November 30, 2014



El Dorado County
K491016 as of November 30, 2014



Alpine County
K491016 as of November 30, 2014



**Golden Sierra
Governing Body**

MEMORANDUM

DATE: February 10, 2015
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: WIA Service Provider Performance

Resolution Action Item Information

The attached quarterly information on service provider performance is supplied as requested to assist the board in compliance with WIA 117(d)(2) and WIB Bylaws 2.20(d).

Workforce Investment Act – final law

Section 117: Local Workforce Investment Boards

- (2) Selection of operators and providers.--
 - (A) Selection of one-stop operators.--Consistent with section 121(d), the local board, with the agreement of the chief elected official--
 - (i) shall designate or certify one-stop operators as described in section 121(d)(2)(A); and
 - (ii) may terminate for cause the eligibility of such operators.

WIB Bylaws 2.20(d):

2.20 It shall be the duty of the WIB to do all of the following:

- (d) Select one-stop operators, with the agreement of the local chief elected official, annually review their operations, and terminate for cause the eligibility of such operators.



Consortium Outcomes Report
 Quarter 1 PY14-15
 July - September 2014

	Adult Entered Employment	Adult Retention	Adult Avg Earnings
Goal	70.5%	82%	\$17,500
Outcome Achieved	92.9%	87%	\$18,145
	DW Entered Employment	DW Retention	DW Avg Earnings
Goal	72%	84.5%	\$18,950
Outcome Achieved	91.7%	94%	\$32,458
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	50%	61.5%	50%

Outcome achieved color coding is standard:

<80%		Fail
80-100%		Meet
>100%		Exceed



Golden Sierra

Roseville			
	Adult Entered Employment	Adult Retention	Adult Avg Earnings
Goal	70.5%	82%	\$17,500
Outcome Achieved	93.7%	93.3%	\$19,527
	DW Entered Employment	DW Retention	DW Avg Earnings
Goal	72%	84.5%	\$18,950
Outcome Achieved	91.7%	92.8%	\$33,408
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	66.6%	66.6%	na

Auburn			
	Adult Entered Employment	Adult Retention	Adult Avg Earnings
Goal	70.5%	82%	\$17,500
Outcome Achieved	100%	na	na
	DW Entered Employment	DW Retention	DW Avg Earnings
Goal	72%	84.5%	\$18,950
Outcome Achieved	na	na	na
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	na	na	50%

Pride			
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	55.5%	66.6%	22%

Outcome achieved color coding is standard:

<80%		Fail
80-100%		Meet
>100%		Exceed



Golden Sierra

Placerville			
Goal	70.5%	82%	\$17,500
Outcome Achieved	80%	85.7%	\$14,700
	DW Entered Employment	DW Retention	DW Avg Earnings
Goal	72%	84.5%	\$18,950
Outcome Achieved	na	100%	\$21,057
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	0%	na	100%

South Lake Tahoe			
	Adult Entered Employment	Adult Retention	Adult Avg Earnings
Goal	70.5%	82%	\$17,500
Outcome Achieved	100%	100%	\$16,028
	DW Entered Employment	DW Retention	DW Avg Earnings
Goal	72%	84.5%	\$18,950
Outcome Achieved	na	100%	na
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	na	na	na

Outcome achieved color coding is standard:

<80%		Fail
80-100%		Meet
>100%		Exceed



Golden Sierra

Alpine			
Goal	70.5%	82%	\$17,500
Outcome Achieved	100%	na	na
	DW Entered Employment	DW Retention	DW Avg Earnings
Goal	72%	84.5%	\$18,950
Outcome Achieved	na	na	na
	Youth Placement	Youth Degree	Literacy Numeracy
Goal	63.5%	64%	48%
Outcome Achieved	0%	0%	na

Outcome achieved color coding is standard:

<80%

80-100%

>100%



Fail

Meet

Exceed